

JOB DESCRIPTION

“Chaplain to Seafarers”

Position:

The chaplain of the Ministry to Seafarers Vancouver serves in the Port of Vancouver to minister to seafarers from around the world who work on the ships visiting this port. The chaplain serves as a member of the *Chaplaincy Team*, a joint ministry of the Anglican (Mission to Seafarers), Roman Catholic (Stella Maris), and Christian Reformed (Ministry to Seafarers Vancouver) denominations, operating out of the Flying Angel Club of the Mission to Seafarers. The chaplain reports to the Ministry to Seafarers Vancouver Board. This is a full-time position with a flexible working schedule to be reviewed and approved by the board.

The Ministry to Seafarers Vancouver is an independent organization incorporated under the Societies Act of British Columbia. Though now independent of the two classes of the Christian Reformed Church in British Columbia (Classis BC North West and Classis BC South East), the Ministry is still closely connected with the Christian Reformed Church and reports biannually to both classes. The Ministry also has close connections with many churches from Classis Alberta North and Classis Alberta South Saskatchewan and often reports at these classes as well.

Purpose:

To serve with other port chaplains, sharing the love of Christ by caring for the spiritual, emotional, moral, and physical welfare of seafarers regardless of race or creed.

Pastoral and Administrative Duties:

1. Ship Visiting (30%)
 - The chaplain’s primary responsibility will be to visit the ships that enter the port facilities of Greater Vancouver. He/she will share this role with members of the Chaplaincy Team. While on the ships the chaplain will provide information about the seafarers’ centre, deliver reading and other materials, and strive to build relationships with the seafarers in order to determine how best to meet their spiritual and emotional needs.
 - The chaplain acts as an advocate for the seafarers.
2. Hosting (30%)
 - The chaplain will share in the duties as Host Chaplain at the seafarers’ centres by assisting with transporting seafarers to and from the centres and by participating in club programs and activities, including those of the Christmas season (such as the “Christmas at Sea” campaign) and other seasonal activities.
3. Promotion (20%)
 - The chaplain will visit supporting Christian Reformed congregations in order to share the vision of this ministry and to promote the value of investing in this ministry through donations of time, money, prayer support and various other donations (used clothes, toques, books & other literature, etc.). A significant part of this role

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may involve preaching in CRC churches connected with or interested in this ministry or sharing about the ministry in some other church related context. The chaplain should serve as a resource to the CRC churches, educating and equipping them to become more effective multi-cultural congregations and assisting members in knowing how to bridge cultural and religious differences through an interfaith dialogue. All of this may involve travel at times to more distant congregations, and ministry trips to several more distant congregations are encouraged occasionally.

- The chaplain will provide written reports for the semi-annual classis meetings of the two classes in British Columbia, and give an in-person report as well at each meeting. He/she will also attend classis meetings of the two Alberta classes when possible, hopefully at least once each year at each classis.
- The chaplain will produce and distribute regular newsletters for distribution to the churches – twice each year is recommended.
- The chaplain will work to promote a social media presence online through the website, Facebook, Instagram, or whatever other means are deemed helpful. Volunteer assistance with this program is encouraged.
- Increasingly opportunities are opening up for sharing about this ministry in schools, especially in several of the local Christian schools, and the chaplain will encourage them to be involved through preparing Christmas cards for seafarers, praying for seafarers, and sourcing donations in kind.

4. Other Responsibilities (10%)

a. Worship/Prayer Services

The chaplain will share with other chaplains in arranging, organizing and leading prayer and other worship services held at the centre or on ships. This will include special services such as at Christmas, Holy Week and Easter, and other festive and social occasions. The Christian Reformed chaplain may use the Flying Angel chapel for services by making arrangements with the Senior Chaplain of the Chaplaincy Team.

b. Literature

The chaplain will actively solicit gifts and books, magazines and Christian literature, devotionals, Christian DVDs and the like to be used at the mission and for distribution on board ships. The Chaplain will track inventory and reorder materials when needed, using funds from the literature fund.

c. Volunteers / Intern

- The chaplain will work to recruit, train and encourage volunteers so they can effectively serve in various mission responsibilities at the mission.
- The chaplain will endeavor to develop relationships with younger members of the supporting churches to encourage them toward involvement in the ministry

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– whether through prayer and/or financial support, volunteering with the ministry, being part of the Seafarers Board, or advocacy in their home churches and through other connections.

- When the Ministry to Seafarers Vancouver hires an intern, the chaplain will play a key role in recruitment, and will have the primary responsibility of training and orientation of the intern for ship ministry.

5. Administrative Duties (10%)

- The chaplain is responsible for maintaining records of duties performed, including ship visitations and general usage of time as requested by the Seafarers Board. This will include documenting ministry successes and failures in order to help the Board make adjustments to the Ministry if and when required.
- The chaplain shall meet with and participate at the meetings of the Seafarers Board every 6-8 weeks, and will report on activities, developments, and planning at each meeting.
- The chaplain will conduct correspondence as necessary, whether by email or regular post. This may include handling donation cheques, writing “Thank You” letters, and corresponding over other matters as necessary.
- The chaplain will work with the Seafarers Board in developing ways to expand and maintain our relationships with the Christian Reformed Churches that support this ministry, and also explore possible other support relationships with other churches and businesses.
- The chaplain will endeavor to network and build relationships that will be beneficial to the Ministry. This will include membership in NAMMA (North American Maritime Ministries Association). It will also involve building relationships with other ministries and leaders to create awareness. Networking with other like-minded ministries, such as Lighthouse Harbour Ministries, is imperative. Visits to other port ministries (e.g. Prince Rupert, and the like) are also encouraged.
- Where other ministries or opportunities for ministry exist, the chaplain will work to support those ministries (e.g., collaborating with Lighthouse Harbour Ministries, encouraging ministry in other centres, such as Prince Rupert, Port Alberni, etc.) or be willing to assist in the establishment of a new ministry centre.