



**NORTH DAKOTA  
CLASS DESCRIPTION**

ND Human Resource Management Services  
Phone: (701) 328-3290

Class Code(s): 4171

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**CHAPLAIN**  
**GRADE L**

**SCOPE OF WORK:**

Work involves planning and conducting programs of religious activities and participating in clinical and rehabilitative programs.

**DUTIES PERFORMED:**

- Participate as a member of a professional therapeutic team or individually provide pastoral care and counseling.
- Provide counseling for chemically dependent residents at their request.
- Conduct worship services.
- Write chaplaincy assessments.
- Plan, coordinate, and evaluate departmental programs in consultation with other staff.
- Participate as a member of a professional therapeutic team in providing guidance to residents or clients.
- Counsel and/or advise residents concerning spiritual matters and personal problems.
- Assist in providing clinical and other education for students seeking continuing professional and personal development.
- Provide assistance, consultation, and training to other state agencies, institutions, and/or other entities.
- Participate in community associations as assigned.

**NOTE:** The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

**MINIMUM QUALIFICATIONS:**

Requires ordination, commissioning, licensing, or endorsement by a recognized religious community.

Eff. Date: 11/74

Rev: 12/95 – Revised format; reviewed and verified minimum qualifications and pay grade; deleted the Chaplain II class (4172)

Rev: 3/02 – Updated minimum qualifications

Rev: 7/12 – Conversion to Hay System