

<b>POLICY NUMBER</b>	<b>ADM 21-1</b>
<b>APPROVAL DATE</b>	<b>DECEMBER 3, 2007</b>
<b>PREVIOUS AMENDMENT</b>	<b>FIRST VERSION</b>
<b>REVIEW DATE</b>	<b>DECEMBER 3, 2012</b>
<b>AUTHORITY</b>	<b>PRESIDENT'S COUNCIL</b>
<b>PRIMARY CONTACT</b>	<b>ASSOCIATE VICE-PRESIDENT, STUDENT AFFAIRS</b>

## **POLICY**

The role of a Chaplain is to provide spiritual and pastoral care, and short term interventions for populations disconnected from their faith community.

The University recognizes the importance of spiritual well being to members of the University Community. Accordingly, the University may allow representatives of faith communities to attend on Campus(s) as chaplains to provide a spiritual resource to members of the University community and to provide faith support to those seeking chaplaincy services.

Chaplains are representatives of their faith communities and are not employees, agents, or representatives of the University.

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## **REGULATIONS**

1. In order for a Chaplain to be allowed to attend on Campus, the faith community sponsoring that individual must provide the following to the Associate Vice-President, Student Affairs at TRU:
  - a. a letter from the faith community on its letter head signed by a person authorized to send such a letter applying to have a Chaplain from that organization attend at the TRU Campus(s);
  - b. a purpose statement setting out the roles and activities the faith community wishes its representative to undertake at TRU;
  - c. evidence that the faith community has a tax exemption from the Canadian federal government; and

- d. evidence that the proposed Chaplain has the training, credentials and qualifications to serve in the faith community itself in a pastoral role, and as a Chaplain in a University setting.

Individuals whose faith community does not have approval for the individual to be a Chaplain at TRU, may not act as a Chaplain at TRU.

2. Upon receipt of a letter from a faith community applying for a Chaplain to attend at TRU, the Associate Vice-President Student Affairs will:
  - (a) acknowledge receipt of the application;
  - (b) convene a panel to review the application, consisting of up to three (3) TRU employees and up to two (2) Chaplains, to determine if the application meets the requirements and standards of the University and to make recommendation to the Associate Vice-President Student Affairs; and
  - (c) advise the faith community of the decision.
3. Chaplains must comply with all applicable TRU policies.
4. Chaplains may be invited by the University to participate in campus based celebrations or observances (e.g. Convocation, Remembrance Day) at the discretion of University.
5. Chaplains may not promote membership in any specific off campus faith community nor may they use manipulative, deceptive or coercive means to enlist individuals in any specific faith community.
6. The University may, at its discretion, provide office space and equipment for Chaplains at TRU.