



AMBROSE  
SEMINARY

**SC 610 Introduction to the Ministry of the Chaplain**

**May 26-30, 2014**

**9:00am-4:00pm**

**Room: L2100**

**Instructor: Dr. Peter Ralph      pralph@ambrose.edu**

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**Course Description**

This interactive course will help students learn more about the skills and gifts necessary for institutional and other ministries associated with chaplaincy and the giving of spiritual care. Students will encounter some of the established as well as emerging types of chaplaincy, and explore the art and craft of spiritual care. Students will examine the challenges of ministry in multi-faith, multi-cultural, multi-disciplinary settings, and reflect on their own styles of ministry. The course will include field trips to various sites where the class will learn from serving chaplains in the field. Currently the course includes exposure to hospital, long-term care, education, military and corporate chaplaincies. Other types may be added by the beginning of the course.

**Course Objectives**

1. To gain understanding of the ministry, preparation, certification and opportunity of chaplaincy in Canada today.
2. To gain insight into chaplaincy ministry in multi-cultural, multi-faith contexts.
3. To experience various chaplaincies in their current context.
4. To enable students to evaluate their suitability for various chaplaincy ministries.

**Course Text**

Paget, Naomi and Janet McCormack, *The Work of the Chaplain*, Valley Forge: Judson, 2006.

**Recommended Texts**

A recommended reading list will be circulated in class.

**Course Requirements**

**1. Reading Reports:** Students will read 700 pages (not including the course text) from the reading list but not limited to the reading list, and write for each book a 3-5 page report discussing the book's material and the impact of the book on the student's impressions of chaplaincy and their own readiness for this ministry.

## **2. Course journal and reflection paper**

Students will keep an extensive journal of their emotional, intellectual, spiritual and social responses, good and bad, comfortable and uncomfortable, during the week of the course. This journal will deal comprehensively with each day of the course and all aspects of each day. Students will also prepare a reflection paper based on that journal, their reading and subsequent experience. The journal will assess the impact of the course on students' future ministry, and will assess how chaplaincy will fit into student's life and ministry in the future.

## **3. Job Shadow (option 1)**

Students will arrange to accompany a serving chaplain on a typical day of service in their place of ministry. Students will prepare a reflection paper on the experience which will, among other things

- a) Describe the events of the day, the environment and the arrangements made to facilitate the day.
- b) describe the student's emotional, intellectual and interpersonal experience and response to the various encounters and events during the day
- c) interview the chaplain about his or her approach to spiritual care giving and describe the chaplain's style of ministry
- d) write a verbatim of one encounter between the chaplain and a person receiving ministry or a care giving encounter of the student's own personal experience while with the chaplain.
- e) give an account of the events of the day using "thick" description (to be discussed in class)

**OR**

## **Major Paper (option 2)**

Students will write an academic paper of not less than 15 pages in length on one of the subjects listed below.

- a) Chaplaincy as a ministry of \_\_\_\_\_ denomination.
- b) A Theological Analysis of an Aspect of Spiritual Care Giving.  
(suggestions: of people of various differing faiths, or evangelism and spiritual care giving, or spiritual care and advocacy)
- c) A relevant topic of student's choice, agreed upon by the coordinator.

## **Course Grading**

|                    |     |
|--------------------|-----|
| Participation      | 10% |
| Reading            | 30% |
| Journal/Reflection | 20% |
| Job Shadow/ Paper  | 40% |

## **Course Outline and Schedule**

Monday through Friday:      9:00am – 10:00am – overnight reading discussion  
   10:30am – 12:00 pm – guest chaplain  
   12:00pm – 1:00pm – lunch  
   1:00pm – 1:30pm – load and transport  
   1:30 pm – 4:00pm – on site presentation and transport

\*This course includes five site visits to places and institutions in the city where serving chaplains will demonstrate their ministry places and their experience of chaplaincy. Students are expected to attend each and all of these and to provide their own transportation. This feature of the class will be discussed in the first morning session.

## **Due Dates**

All course work is due eight weeks from the last day of class on July 25, 2014. Written work may be emailed to the instructor.

## **In Course Reading Schedule**

Students will read the text through the week according to the schedule below and come to class prepared to discuss relevant sections.

Prepared for Wednesday am: Chapters 1-4  
Prepared for Thursday am: Chapters 5-7  
Prepared for Friday am: Chapters 8-10  
Prepared for Saturday am: Chapters 11,12, appendices.

## **Reading Resources**

A collection of books is available to the class within the class room during the course. Students may sign these books out each evening and back each morning. The books are all signed out from the library to the professor. All books will be returned by the end of class sessions. Failure to return a book will result in suspension of paper grading.

In addition to this a file will be kept in class containing a wide variety of reading resources available in the Ambrose and other libraries for student use. The file will be placed at the desk in the Ambrose library after the course is ended.

## **Important Notes/Dates:**

The last day to enter a week-long course without permission and /or voluntary withdrawal from a course without financial and academic penalty (**drop**): 4 PM of the first day of classes. These courses will not appear on the student's transcript. If you wish to drop a class, please drop by the Registrar's Office or send an email to [registrar@ambrose.edu](mailto:registrar@ambrose.edu).

Students may change the designation of any class from credit to audit, or drop out of the “audit” up to the “drop” date indicated above. After that date, the original status remains and the student is responsible for related fees. If you wish to change to audit, please drop by the Registrar’s Office or send an email to [registrar@ambrose.edu](mailto:registrar@ambrose.edu).

Withdrawal from courses after the Registration Revision period will not be eligible for tuition refund. The last day to voluntarily withdraw from a course without academic penalty (*withdraw*): 1 pm on the fourth (4<sup>th</sup>) day of your class. A grade of “W” will appear on the student’s transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

### **Electronic Etiquette**

Students are expected to treat their instructor, guest speakers, and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to engage in electronically-enabled activities unrelated to the class during a class session. Please turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Please do not use iPods, MP3 players, or headphones. Do not text, read or send personal emails, go on Facebook or other social networks, search the internet, or play computer games during class. The professor has the right to disallow the student to use a laptop in future lectures and/or to ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

### **Academic Policies**

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Student Handbook and Academic Calendar. Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at [privacy@ambrose.edu](mailto:privacy@ambrose.edu).

### **Extensions**

Extensions to coursework in the semester are at the discretion of the instructor. Requests for course extensions beyond the semester must be submitted to the Registrar’s Office one month before the final assignment is due. Course extensions are only granted for serious issues that arise “due to circumstances beyond the student’s control.”

### **Academic Integrity**

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University College as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to give credit to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university college. Students are expected to be familiar with the policies in the current Academic Calendar and the Student Handbook that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

Students are advised to retain this syllabus for their records.