

## Endorsement Guidelines for Chaplains

**Dear Minister/Pastor/Priest,**

A member of your congregation is considering making application to be eligible for a chaplaincy position in a Victorian state school with **ACCESS ministries**. To assist the process of assessment of the suitability of the applicant for state school chaplaincy, you are asked to consider endorsement of this applicant.

A school chaplain in a state school operates as a Christian in public ministry on behalf of the Christian community. Would you endorse this applicant for such public ministry, and would they be supported by your denomination? Is the applicant a committed member of your church, exercising a ministry which demonstrates a giftedness and maturity appropriate for a public ministry with children and / or adolescents? Do you have any concerns about the applicants' suitability for school chaplaincy?

A chaplain in a state school represents the Christian community in the school offering pastoral care to both staff and students, and education in the area of spirituality, beliefs and values. A chaplain needs to have a warm personality, a well-grounded Christian faith, skills in connecting with people in crisis, be able to articulate their faith in a secular context, live a transparently godly life, have an understanding of the state school culture.

A chaplain needs to be able to stand alongside the teaching staff in a school, therefore we require a school chaplain to have, as a minimum, the equivalent of a degree level qualification, with study in at least two out of the following three areas: Theology, Pastoral Care or Counselling, Education.

If at any stage in the future you can no longer endorse the applicant as a chaplain in a state school, please contact the **ACCESS ministries** office.

I appreciate you taking the time to provide a letter of endorsement for this candidate. If you are not able to fully endorse the candidate, please indicate your reasons. Please forward your letter to me ASAP at the following address:

[chaplaincy@accessministries.org.au](mailto:chaplaincy@accessministries.org.au)

or

**ACCESS ministries**  
Level 2/695 Burke Road  
CAMBERWELL VIC 3124

Att: Julia Forsyth  
Chaplaincy Administration