

## HOPE COLLEGE

Hope of the Gold Coast Ltd ABN 72 070 512 560

PO Box 35 Bond University QLD 4226 Ph: (07) 5501 8000 Fax: (07) 5501 8060

*Private and confidential*

### INTERVIEW QUESTIONNAIRE - CHAPLAINCY

For potential students seeking entry into Chaplaincy training

Due to the very personal and ethical nature of Chaplaincy and the responsibilities associated with this ministry, it is necessary for Hope College to ask the following questions to assist the potential student in identifying if this training is a suitable choice for them.

#### Instructions for application process:

1. Give the Pastoral Reference Form to your Pastor asking them to complete the form and post it to Hope College.
2. Answer each of the questions in the table below to the best of your ability and sign this document. (*This questionnaire replaces the 100 word essay listed on the enrolment form*)
3. Send the following information to Hope College (PO Box 35 Bond University Qld 4229):
  - a. completed enrolment form (from Hope College brochure)
  - b. \$100 non-refundable enrolment fee
  - c. completed and signed Interview Questionnaire
4. On receipt of all your complete enrolment paperwork (including the Pastoral Reference Form), Hope College will assess your suitability for Chaplaincy training and advise you within 5 working days if your application for enrolment has been successful.

Name potential student	
<b>ANSWER THE FOLLOWING QUESTIONS:</b>	
Questions	Answers
1. Why would you like to work as a Chaplain?	
2. Have you had any previous experience or association with Chaplaincy? Give brief details.	
3. What personal qualities would you consider to be important for a Chaplain to demonstrate?	
4. Are you willing and available to work flexible hours in a chaplaincy role, being accountable to your local church? (give reasons)	

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5. Have you ever been charged or investigated for a criminal offence?*	<input type="checkbox"/> No <input type="checkbox"/> Yes, if yes write a brief explanation:
6. Are you willing to obtain a suitability card and police check if required by your vocational placement provider, at your own expense?	Suitability card ( <i>In Qld. all work involving children and youth require this security card by law</i> ) <input type="checkbox"/> No <input type="checkbox"/> Yes Police check <input type="checkbox"/> No <input type="checkbox"/> Yes Any comments:

\* *Disclosure of this information will not automatically disqualify you from entry into a course. Disclosure is necessary because this information may or may not have a direct bearing on your suitability for vocational placement as a trainee Chaplain. Hope College has a duty of care to disclose such information to potential vocational placement providers prior to accepting a potential student's enrolment.*

### CHAPLAINS CODE OF PROFESSIONAL CONDUCT - Assemblies of God & Australian Christian Churches

The Code of Professional Conduct requires Endorsed Chaplains/Team Chaplains to be personally responsible and accountable for their practice and conduct as provided by this Code.

Members are required to:

- Be a committed Christian who holds to the Apostles Creed and the doctrines held by their relevant denomination.
- Maintain the highest ethical standards in their own personal life.
- Be trained, qualified, accredited and approved by a participating Church Authority for a professional appointment in the pastoral, spiritual and religious care of clients.
- Be personally accountable for their professional conduct to their Employing Authority and/or Church Authority.
- Respect and observe the rules and regulations of their Employing Authority and/or Church Authority.
- Maintain the highest standards of professional competence and integrity in the pastoral, spiritual and religious care of clients.
- Exercise the greatest sensitivity and discretion in matters of confidentiality, privacy and respect for clients.
- Be prepared to undertake such training and educational opportunities as may continue to improve their professional development and skills in the care of clients.
- Co-operate fully with industry professionals, chaplaincy colleagues and representatives of the Church in the care of clients.
- Respect at all times the religious faith, practice and belief systems of clients.
- Provide for the appropriate pastoral, spiritual and religious services required by clients.
- Ensure that no personal action or omission, within their own area of responsibility, is contrary to the highest standards of care or to the welfare of clients.

### DECLARATION:

- I declare that the information I have written on this form is correct.
- I understand that depending on the requirements of my vocational placement, I may need to obtain a suitability card and/or a police check at my own expense.
- I understand that a vocational placement provider has the right to refuse or terminate my access to their workplace as a volunteer, should my behaviour at any time violate their code of conduct.
- I understand that the information on this document is private and confidential but may need to be disclosed to a vocational placement provider.
- I have read and will abide by the Chaplains Code of Professional Conduct written above.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_