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## DOC Danville Correctional Center Chaplain I

We continually strive for a workforce that reflects the growing diversity within the State of Illinois. A variety of employee backgrounds, perspectives, ideas and experiences are crucial to our ability to most effectively serve the public. Bilingual skills welcome

### **Reasonable Accommodation Statement**

The State of Illinois is committed to working with and providing reasonable accommodations to people with disabilities. Further, federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job, interview for a job, or for any other activity related to the hiring process. Examples of reasonable accommodation include, but are not limited to, making a change to the application process (if possible), providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

To be provided a Reasonable Accommodation during the hiring process, you will need to provide a certification of disability from a physician, psychiatrist, school official or an Illinois Department of Human Services (DHS) Division of Rehabilitation Services (DRS) Vocational

Rehabilitation (VR) Counselor. Supporting documentation should be uploaded under **My Documents** → **Additional Documents** section for each application.

Any questions on Reasonable Accommodations can be directed to Central Management Services Disability Resource Center at [CMS.DisabilityResGen@illinois.gov](mailto:CMS.DisabilityResGen@illinois.gov) or call (217) 524-7514 for further information and to request or discuss an accommodation.

## Sponsorship for Employment

The State of Illinois does not provide sponsorship for employment visa status (e.g. H-1B visa status). To be considered for permanent employment with the State of Illinois, applicants must be currently authorized to work in the United States on a full-time basis.

## Disclosure of Salary Information

In compliance with the Illinois Equal Pay Act, 820 ILCS 112/1 et seq., the State does not seek, request, or require a job applicant's wage or salary history. Employment decisions are not made based on an applicant's wage or salary history. To that end, please **do not include wage or salary information in your resume or other profile or application materials.**

**Date:** May 31, 2024

**Location:** Danville, IL, US, 61834

**Job Requisition ID:** 38147

**Position Title:** Chaplain I

**Agency :** Department of Corrections

**Closing Date/Time:** 11:59 pm, 06/14/2024

**Salary:** Anticipated Starting Salary (Effective 7/1/24) \$5,653 a month; Full Range \$5,653 - \$8,070 a month

**Job Type:** Salaried

**County:** Vermilion

**Number of Vacancies:** 1

**Plan/BU:** RC063

**This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.**

**All applicants who want to be considered for this position MUST apply electronically through the [illinois.jobs2web.com](https://illinois.jobs2web.com) website. State of Illinois employees should click the link near the top left to apply through the [SuccessFactors](#) employee career portal.**

**Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.**

While not required, a Resume/Curriculum Vitae (CV) is recommended. When applicable, titles that require specific coursework, professional license or certification will include a notation requesting the appropriate document(s) be uploaded in the Additional Documents section of your application. Failure to upload requested transcripts, license and/or proof of certification when specified may result in ineligibility. Please note that the Department of Corrections must verify proof of higher education for any degree earned (if applicable) regardless of vacancy title before any offer can be extended.

### **Posting Identification Number 38147**

#### **Position Overview**

The Illinois Department of Corrections (IDOC) is seeking a dedicated professional chaplain who is ready to engage and inspire the community served within IDOC facilities. As a Chaplain I you will oversee the holistic spiritual development and full-spectrum religious support of all faiths, traditions, and denominations represented within the facility you serve. This position is an excellent fit for any professional chaplain who is ready to directly serve those in need. We are seeking a chaplain with a commitment to integrity, equity, and the spiritual growth of all people regardless of tradition or religious affiliation. We encourage all qualified individuals to apply.

#### **Job Responsibilities**

1. Provides religious services for all faiths.
2. Prepares reports and correspondence pertaining to chaplaincy area.
3. Conducts individual and group counseling sessions for individuals in custody.
4. Serves as Assistant Employee Assistant Program Coordinator and Backup Volunteer Services Coordinator.
5. Fills outside speaking engagements.
6. Prepares and conducts formal religious services, sacramental rites, and weekly worship services.
7. Meets with Assistant Warden of Programs and the Manager of Chaplain Services weekly to review chaplaincy activities.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

#### **Minimum Qualifications**

1. Requires knowledge, skill, and mental development equivalent to completion of four (4) years college, supplemented by completion of three (3) years of a prescribed course of study in a recognized and accredited theological seminary with a Master of Divinity (MDiv) degree

2. Requires ordination, ecclesiastical endorsement, or licensing by a recognized communion and is duly authorized by appropriate authority of this denomination.
3. Requires one (1) year of previous pastoral care experience in a hospital, healthcare, institutional, or local ministry setting.
4. Requires one (1) or more units of accredited clinical pastoral education.

### **Preferred Qualifications**

1. Prefers at least one (1) year professional experience working with faith and/or religious traditions (not denominations) other than their own.
2. Prefers at least one (1) year professional experience working with and/or on an interdisciplinary care team for behavioral health and/or psychiatric health and/or social services.
3. Prefers at least two (2) years of experience in an institutional chaplaincy setting, not only a congregational setting. (i.e. military, hospital, academic, professional chaplaincy).
4. Prefers at least one (1) year of professional experience conducting individual and/or group counseling sessions.
5. Prefers at least one (1) year of experience preparing and conducts formal religious services, sacramental rites, and/or workshop services.
6. Prefers at least one (1) year of experience planning a weekly schedule of chapel activities.

### **Conditions of Employment**

1. Requires ability to pass the IDOC/IDJJ background check.
2. Requires ability to pass a drug screen. The use of unauthorized drugs by an employee, regardless of position held, is prohibited.
3. Applicants are required to abide by all vaccine and/or other medical standards as set out by the employer.
4. The conditions of employment listed here are incorporated and related to any of the job duties as listed in the job description.

### **About the Agency**

The Illinois Department of Corrections is a multicultural agency deeply committed to ensuring diversity, equity, and inclusion. This commitment is at the forefront of our operations, hiring, policies and procedures, and training. We recognize the benefit of workplace empowerment, the importance of diversity and fully support an environment where ALL employees are treated fairly, respectfully, and have equal access to opportunities and resources necessary to thrive and contribute to the agency's success. IDOC genuinely values the differences of individuals in our custody and is committed to ensuring a healthy living environment where they feel valued, respected, and included.

Through our commitment to Diversity, Equity, and Inclusion (DEI), we shall establish and uphold agency policies and practices conducive to eliminating all forms of exclusion including, but not limited to, racism, ageism, ableism, sexism, discrimination based on sexual orientation and gender, and religious oppression.

The IDOC team works to serve justice in Illinois and increase public safety by promoting positive change in behavior of individuals in custody, operating successful reentry programs, and reducing victimization.

Employees enjoy excellent benefits, including health, vision, and dental insurance; retirement plan and deferred compensation; state holidays and other benefit time off, and pre-tax benefit programs. The department also offers extensive training and career advancement opportunities.

The Illinois Department of Corrections is proud to be an Equal Opportunity Employer.

### **Benefits**

As an IDOC employee, you are entitled to a robust benefits package that includes:

- Health, life, vision and dental insurance
- 12 weeks paid maternity/paternity leave
- Pension Plan – vesting at 10 years for Tier II
- Full 20-year retirement awards free health insurance during retirement
- Deferred compensation and other pre-tax benefits programs
- Paid state holidays 13-14 days annually
- 3 Paid Personal Business Days annually
- 12 Paid Sick Days annually (Sick days carry over from year to year)
- 10-25 Days of Paid Vacation time annually - (10 days in year one of employment)
- Personal, sick, and vacation rates modified for 12-hour work schedules. (As applicable.)
- Employee Assistance Program and/or mental health resources
- For more information about our benefits please follow this link:  
<https://www2.illinois.gov/cms/benefits/Pages/default.aspx>

**Work Hours:** See Below:

12:00 pm - 8:00 pm, Sunday and Monday off

**Work Location:** Danville Correctional Center, 3820 E Main St, Danville, Illinois, 61834

**Agency Contact:**

Melisa Higgins, HRR

Email: [Melisa.Higgins@illinois.gov](mailto:Melisa.Higgins@illinois.gov)

**Posting Group:** Arts, Design & Cultural; Public Safety

This position DOES NOT contain “Specialized Skills” (as that term is used in CBAs).

**APPLICATION INSTRUCTIONS**

Use the “Apply” button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the [Illinois.jobs2web.com](http://Illinois.jobs2web.com) homepage in the blue ribbon.

Non-State employees should log in on the using the “View Profile” link in the top right of the [Illinois.jobs2web.com](http://Illinois.jobs2web.com) homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the [career portal](#) for State employees and review the [Internal Candidate Application Job Aid](#)

Non-State employees: on [Illinois.jobs2web.com](http://Illinois.jobs2web.com) – click “Application Procedures” in the footer of every page of the website.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com

**Nearest Major Market:** Champaign

Find similar jobs:

[Arts, Design & Cultural](#)

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