

Principal ACPE Certified Educator for Urban CPE Consortium, Inc.

If you are social justice oriented, compassionate, and concerned about the “least of these” then Urban CPE Consortium, Inc. (UCPEC) is looking for YOU! We are seeking a Principal ACPE Certified Educator who will be responsible for providing training and education to CPE students in accordance with ACPE accreditation standards. UCPEC, located in the City of Chicago, offers a unique opportunity to supervise students in a non-traditional, non-hospital setting often within social service agencies within the metropolitan area.

UCPEC Principal Educator QUALIFICATIONS:

- ACPE Certified Educator or Certified Associate Educator
- Competence in providing supervision and pastoral training to students
- Knowledgeable of ACPE standards, requirements for the Educator and the accreditation process

UCPEC ACPE Certified Educator MUST possess:

- 5 years of experience in a managerial/supervisory role
- Strong administrative skills, including time management
- MUST be a self-starter
- Demonstrated understanding of and commitment to responding to the challenges of urban community life and social justice issues
- Highly developed communication skills along with a commitment to provide spiritual and emotional care to others
- Competent in the use of technology to achieve organizational goals including potential for online learning programs
- Ability to supervise others

Reporting to the Executive Director, the Principal Educator is responsible for providing clinical pastoral education supervision to students enrolled in the Urban CPE Consortium program.

Responsibilities include:

- Provides CPE units complying with all ACPE standards: facilitating groups, teaching didactic sessions, supervising students, completing student evaluations.
- Primary contact point between the site and the student for issues arising during a student’s ministry site experience.
- Works in collaboration with the Executive Director to ensure sufficient, diverse ministry site placement are available for Urban CPE students, seeking out new partnerships as needed.
- Conducts applicant interviews and arranges the process of matching Urban CPE students with appropriate ministry sites.
- Completes in-unit site visits to student ministry site placements.
 - Ensures submission of all required reporting.
 - Ensures site supervision is appropriate to Urban CPE and ACPE standards.
- Supervises the Certified Educator at NorthShore University Health System and ensures consistent education across all sites and with all partners.
- Serves as contact person with the Education committee providing necessary agenda items in collaboration with the Chair of the committee
- Develops and audits the student manual/handbook.
- With support from the Executive Director, prepares for, hosts, and executes all ACPE site visits, and accreditation processes.
- Serves as point of contact with any Urban CPE Satellite sites and works in collaboration with the Executive Director in the exploration and development of any future partnerships.
- Offer 2-3 units of CPE per year (approximately 6 students per unit); files student credits with ACPE
- Orients, trains, and serves as point of contact for site preceptors, as necessary.

The position is a salaried, half-time position and provides vacation. To apply, please email a cover letter and resume to the Executive and Development Director, Dawnn M. Pirani Brumfield at dpiranibrumfield@urbancpe.org

