

**NEW JERSEY DEPARTMENT OF CORRECTIONS  
WHITTLESEY ROAD  
P.O. BOX 863  
TRENTON, NJ 08625**

**NOTICE OF JOB VACANCY**

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| <b>TITLE:</b><br>Associate Chaplain<br>(Spiritual and Trauma Healing Counseling)   | <b>SALARY RANGE:</b><br>\$56,253.35 - \$81,896.85 | <b>POSTING NO.:</b><br>95-26          | <b>ISSUE DATE:</b><br>4/17/2026<br><b>CLOSING DATE</b><br>5/1/2026 |
| <b>LOCATION</b> Central Office Headquarters, Chaplaincy Services – Trenton, NJ<br><br><b>Mandatory weekly travel to:</b> Northern State Prison, East Jersey State Prison, New Jersey State Prison, Bayside State Prison, or Southwood State Prison.  |   | <b>CLASS OF SERVICE:</b> Unclassified |  |
| <b>THIS POSTING IS ONLY OPEN TO THE FOLLOWING:</b><br><input type="checkbox"/> Current Department of Corrections employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions <input type="checkbox"/> State employees who are permanent in a competitive title or a Civil Service Commission-approved non-competitive title. Subject to current promotional and hiring restrictions <input checked="" type="checkbox"/> Interested individuals who meet the stated requirements  |   |                                       |  |
| <b>JOB DESCRIPTION</b>   |   |                                       |  |
| <p>Under the direction of the supervisor of chaplaincy services, or other supervisory officials in a state department, institution, or agency, coordinates and provides spiritual and religious services to residents, incarcerated individuals, and employees of <b>ALL</b> faiths and denominations; does other related duties as required.</p> <p><b>More Specifically,</b> Spiritual and Trauma Healing Chaplains will be required to co-facilitate releasing trauma and embracing healing supportive counseling services for incarcerated men.</p> <p>Ideal candidates must demonstrate:</p> <ul style="list-style-type: none"> <li>• A theoretical understanding of the intersection between trauma and theology and embrace holistic spiritual leadership.</li> <li>• A mastery of pastoral care and trauma informed principles.</li> <li>• An ability to integrate spiritual counseling and support for incarcerated persons addressing multiple forms of traumatic experiences which include but are not limited to grief and loss, sexual abuse, physical abuse, abandonment, as well as negative familial relationships and substance abuse.</li> <li>• An understanding of the importance and traumatic impact of demographic issues (such as age, faith tradition, ethnicity, socioeconomic, and gender) when dealing with a diverse population of clients.</li> <li>• An ability to provide spiritually sensitive trauma focused care across diverse faith backgrounds while honoring individual belief systems and lived experiences.</li> <li>• Experience in facilitating spiritually integrated trauma recovery services.</li> </ul> <p>In exigent circumstances the Chaplain may preside over the worship service, for which they are properly trained and credentialed. Additionally, when Chaplains are not trained or credentialed in a specific faith denomination, they will be required to visually supervise the incarcerated population when they are permitted to gather for self-led services. Fulltime Chaplains are required to work one evening per week. Telework is not available for this position.</p> <p>This position requires weekly travel to two correctional facilities minimally twice per week: Northern State Prison (Newark), East Jersey State Prison (Woodbridge), New Jersey State Prison (Trenton), Bayside State Prison (Leesburg), or Southwoods State Prison (Bridgeton).</p> <p><b>NOTE:</b> The services of the incumbent in this position will be predominantly available for incarcerated individuals within an institution; however, they may be extended to the employees in extreme circumstances as deemed appropriate.</p> |   |                                       |  |
| <b>REQUIREMENTS</b>  |   |                                       |  |
| <p><b>EDUCATION:</b> Graduation from an accredited college, university, or seminary with a bachelor's degree.</p> <p><b>NOTE:</b> Graduation from a course of theological study may be required by the ordaining or endorsing body.</p> <p><b>EXPERIENCE:</b> A minimum of one (1) year of professional experience and training as a pastoral services provider in a faith group, which shall have included religious, personal, and social counseling.</p> <p><b>NOTE:</b> Applicants who do not possess the required degree may substitute additional experience as indicated above on a year-for-year basis.</p> <p><b>NOTE:</b> A Master of Divinity Studies or similar programs may be substituted for one (1) year of relevant experience</p> <p><b>NOTE:</b> Pastoral Counseling Certifications, Trauma-Informed Clinical Practice Certification, or similar accredited certification are preferred.</p> <p><b>LICENSE:</b> Must have an ecclesiastical endorsement of faith as a minister, priest, rabbi, imam, or deacon in an established religious faith.</p> <p><b>NOTE:</b> Appointees will be required to possess a New Jersey driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p> <p style="text-align: center;"><i>(Continued on next page)</i></p>  |   |                                       |  |

DEDICATION

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HONOR

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INTEGRITY

**LICENSE:** Must have an ecclesiastical endorsement of faith as a minister, priest, rabbi, imam, or deacon in an established religious faith.

**NOTE:** Appointees will be required to possess a New Jersey driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Credentials will be examined in the context of the Chaplain candidate's faith denomination.

**BENEFIT(S)\***

\*Pursuant to the State/Department's policy, procedures and/or guidelines.

Joining the second-largest department in the State of New Jersey offers many benefits to acknowledge the hard work, dedication, and leadership of staff members. Statewide benefits include:

- Alternate Work Week available for some positions
- Telework available for some positions
- Deferred Compensation
- Paid Time Off
- 13 State Holidays
- Health and Life Insurance
- Pet Insurance available through certain plans
- Flexible and Health Savings Accounts (FSA)/(HSA)
- Tuition Reimbursement
- Public Student Loan Forgiveness (PSLF)
- Up to \$250 in rewards for exercising
- Gym membership discounts
- Diversity & Inclusion events
- Workplace security, health and safety
- Incarcerated Person empowerment and rehabilitation

**SAME PROGRAM INFORMATION**

The SAME program allows candidates, who identify as having a significant disability, to apply for non-competitive and unclassified positions through a fast track hiring process. For more information about the SAME program and the Fast Track Hiring program, visit the CSC Website at: <https://nj.gov/csc/same/overview/index.shtml>, email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) or please [click here](#). If you have any questions, please email, or call the contact as indicated on the job vacancy announcement. If you are applying under the NJ "SAME" program, your supporting documents must be submitted along with your resume by the closing date indicated above.

**APPLICATION INSTRUCTIONS**

Please include resume and copy of transcripts (unofficial copies are acceptable), certification(s), and/or license(s), if applicable, in your response. Posting title and number must be included in the subject line of your email. All attachments must be sent in PDF or word format only. Additionally, you must provide your email address. To be considered, responses must be postmarked no later than closing date.

Emailed resumes are to be sent only to: [Civilian.Recruitment@doc.nj.gov](mailto:Civilian.Recruitment@doc.nj.gov)

Forward Response To:  
Robert Smith  
Region 6 Personnel Services  
Central Office, Civilian Recruitment  
P.O. Box 863  
Trenton, NJ 08625-0863