

Memorandum of Understanding
McGill Office of Religious and Spiritual Life (MORSL)

Article 1: Definition of Document

This memorandum describes the structures of the relationship between the McGill Office of Religious and Spiritual Life (MORSL) and the Executive Director of Services for Students (EDSS). It outlines the guiding principles, practices, and responsibilities for being a volunteer at MORSL.

Article 2: Purpose

MORSL Purpose

As a proud member of McGill Student Services, MORSL is responsible for providing multi-faith resources and programming for the religious and spiritual well-being of students. For a description of MORSL's mandate and scope of activities, see the organizational document entitled *MORSL Mandate and Scope*.

Article 3: Application Criteria

Application Criteria for Faith Volunteers

Designation as a *MORSL faith volunteer* and admission to the *broader volunteer team* is based on the criteria outlined below. Designation as a faith volunteer is decided by the MORSL Director and with the approval of the EDSS.

- a. In religious communities where applicable, the applicant must be endorsed by his or her supporting denomination or religious body and is ideally in possession of official ordination and/or training appropriate to spiritual care in the tradition, and/or training or experience in university pastoral services. In the absence of ordination and/or training, written endorsement from the community may suffice. In the absence of a community, the approval of the Director may suffice.
- b. The applicant must demonstrate the professionalism and maturity necessary to work in a secular student services context and respond to the needs of a diverse student community. Experience with young adults, adult education and programming, and/or pastoral care and counselling are major assets.
- c. The applicant must be in essential agreement with MORSL's purpose.
- d. The applicant should be able to devote a **minimum** of 20 hours over the academic year to respond to the unexpected needs of the University community, as well as to participate in activities, and to be adequately involved in MORSL's the campus ministry.

- e. The applicant must be willing to act in a manner that is consistent with the provisions of the Charter of Rights and Freedoms of Canada and the Universal Declaration of Human Rights.
- f. Individual appointments to the MORSL Faith Volunteer Team are at the discretion of the Director of the Unit and must be approved by the EDSS of McGill University.
- g. All parties recognize that this is not a contract of employment or lease of services between McGill University and the Faith Volunteer or MORSL or MORSL Director. This is a memorandum of understanding that informs the parameters of being a MORSL faith volunteer.

Article 4: Accountability and Policy Compliance

Accountability

MORSL, via its Director, is accountable to the EDSS. Paid MORSL staff and all MORSL volunteers are accountable to the Director. All staff and volunteers must adhere to the laws of Quebec and the policies of McGill University.

Faith Volunteers at McGill are also accountable to students served by MORSL by:

- a. participating at some level in MORSL events and programs as appropriate (whether by the creation of events and programs that serve one student faith community, and/or by collaborating with other Faith Volunteers in multi-faith events and programs);
- b. being available to respond to student need.

Policy Compliance

Faith Volunteers must adhere to the laws of Quebec and the policies of McGill University in terms of providing students with complete confidentiality and respect.

Faith Volunteers must not enter into a sexual relationship with a student in their care, which constitutes grounds for immediate dismissal, without the option to reapply at any time in the future.

Faith Volunteers are expected to uphold an attitude of collegiality and mutual support. Malicious undermining of other faith volunteers and/or slander will not be tolerated and will constitute grounds for immediate removal from the volunteer team. Furthermore,

The Director will meet annually with each Faith Volunteer to ensure that their activities are in accord with MORSL's mission and purpose.

Article 5: Removal of a Faith Volunteer

In the event that a Faith Volunteer consistently fails to live up to the expectations outlined in Articles 2, 3, and/or 4 above, and is unable or unwilling to amend the behaviours or situation in question, the Director shall consult with the EDSS to determine further action. If the violations are clearly contrary to the spirit of a) teamwork and b) a

multi-faith university setting, the Director in association with the EDSS, may request that any supporting denominations involved act to remove the concerning Faith Volunteer. In the event that the supporting denomination proves uncooperative or in the absence of a supporting denomination, MORSL may act with the support of the EDSS to terminate the Faith Volunteer's contract immediately. Such an action shall not be taken lightly, and must be undertaken with transparency.

Article 6: Official Programs

Any programs which are advertised using the logo or claiming the endorsement of MORSL must be approved by the Unit Director, answering to the EDSS. Programs which run on a regular basis, once approved, may continue advertising in the name of MORSL without further action.

Applicant Faith Volunteer:

Upon signing, I signal that I am in agreement with the MORSL purposes and that to the best of my knowledge I meet the above-mentioned application criteria. I further agree to model and promote inter-faith harmony on campus and shall not undertake any activity that could be construed as proselytization.

Name (both legal and religious if the two differ):

Religious or Philosophical Tradition: _____

Signature:

_____ Date: _____

Director, MORSL

Name: _____

Signature:

_____ Date: _____

Executive Director of Services for Students

Name: _____

Signature:

_____ Date: _____