

Administrative Chaplains Conference

The success of an administrative Chaplain is dependent upon his ability to adapt himself to the situation in which he finds himself serving.

Read 56 paragraphs - also circular.

Ad. Ch. should be able to get along well now.

FR- 60-5 T.M. 16-205

Helpful hints and other information p. 28.

Assignments

Factual -

1. Division, 2. Corps, 3. Army
2. Air corps
3. A. S. F. Service Command Posts of Collaboration
4. Overseas assignment. - No standard set up.

Functions of a staff.

To be the brain of the Commander.

The planning and policy making group.

Special - The doctrine of Competed staff work.

Staff - Operating group.

2 Basic kinds of Staff Organizations

Gen Staff Type - G. 1 G. 2 G. 3 G. 4.

Director Type

Outline of Course

1st 2 lectures Gen and special staff.

3 - Army air forces Ch. Carpenter.

4 and 5 Director type

6 and 7 Problems common to all ad. Ch.

Admin. Ch. Conf 6-25-48

Five responsibilities of Ad. Ch. by Ch. Smith.

1. Ch. - a minister of the Most High God
2. Lead professional aid to Gen and Staff in field of religion and morals.
3. To other chaplains of the unit that serve with him.
4. Relation to the Civilian Religious group.
5. Have responsibility for his own devotions
Conduct pastoral duties.

Do not bring personal problems with other ch. into discussion especially when for the purpose of proving your point of view as correct.

Basic principle of admin.

Use Δ If. for example.

Commanding Officer - his responsibility to interpret all army regulations.

Wilson platitudes

6-29-43

1. Know regulations
2. Use good horse sense - practical common sense.
3. Assuming any administrative duties don't upset the apple cart the first week.
4. Maintain a sense of humor. See bright side of dark situation.
5. Be enthusiastic

Gen. staff p. 14,

Policy forming group.

G. 1. In procurement and replacements of chaplains
Table of Organization is basis for procurement of ch.

2. Assignments and transfer of chaplains
3. Policy with reference to leave and detached service.
4. Relig activities and visiting sergeants.
5. Information of morale
6. Reference to prisoners of war, matters over-sees of use of church buildings
7. Graves Registration

G₂ Ch. relationship to G₂.
Ch. Not an intelligence officer.
His speeches to be cleared. Censorship may enter in.

G₃ Ch. relationship to G₃.
Determine to what extent visit Ch. must enter training ^{scheduled}.
Standard ^{ing} Operating Procedure.

G₄ Ch. relationship to G₄.
Ch. equipment

7-1-43

In addressing letters address them if to a General,
Commanding General.
if to a Colonel
Commanding Officer.

Special Staff

Value of knowing Staff officers.

Value of going thru Channels.
Don't go over an officers head.

You can be right and still be wrong
in the Army.

Chaplain's relation to Spec. Staff.
Informal conferences - Must be known

Outline - - - - - P. 22-40
Learn See those things in which it is important to go to
Adjutant

Special Service Officer formerly known as
Moral officer

Inspector General.

The Chaplain Par 34 1015

1. Adviser to Command ^{and staff} in matters of relig and moral ^{activities} matters.
2. Supervision of spiritual welfare of Command.
3. Conduct of relig services, including funerals.
4. Spiritual ministrations to the sick and wounded.
5. Correspondence with relatives of deceased personnel.
6. Co-ordination of the relig work of the various welfare societies.
7. Supervision and coordination, within limits prescribed by the commander, of the training and work of the chaplains of subordinate units.
8. Recommendations as to assignments and transfers of chaplains.
9. Providing the services of chaplains for units requiring them.
10. Preparation of estimates and allotment of funds for relig activities not specifically charged to other agencies of the Command.
11. Preparation of reports relative to the relig. and moral activities of the Command.

Reclassification

It is not the responsibility of the Post Chaplain but of the Commanding General.

Case I

Physical disability

Regiment

Sends Reg. C. to Surgeon

Sends to Hospital for treatment

Cases II

Inefficiency - due to misconduct

1. Division Ch brings name to C. O.
2. Regimental requests that Div Ch speak to offending Ch.
3. C. O. investigates and warns the offending Ch of plain.
4. One month later noting no improvement the C. O. institutes re-classification procedure.

Supporting investigation and certificates were taken from line officers

5. As soon as papers were approved by Army G. the offending Ch was removed to Service Command for reassignment or discharge.