

SMARTBOOK

Chaplain Assistant MOS-T Reclassification Course (Resident) (Feb 17)

U.S. Army Chaplain Center & School
10100 Lee Road
Fort Jackson, SC 29207



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INTRODUCTION & COURSE OVERVIEW

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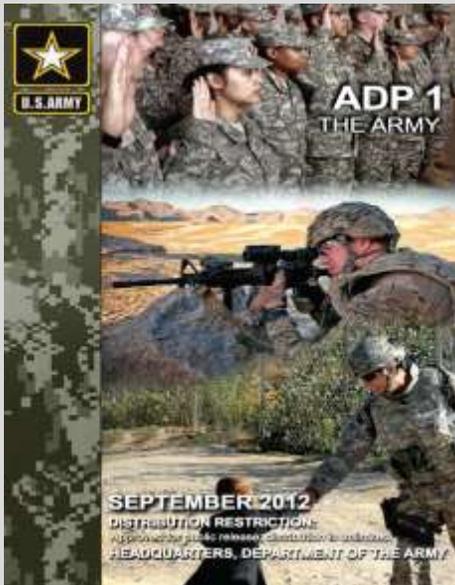


Introduction



Welcome to the Advanced Individual Training Course Smartbook.

Purpose: To train Enlisted Soldiers to perform the religious support tasks necessary to accomplish the Battalion level Unit Ministry Team mission in combat and during peacetime.



Top Ten Publications:

1. AR 165-1, Army Chaplain Corps Activities
2. FM 1-05, Religious Support
3. JP 1-05, Religious Affairs in Joint Operations
4. ADP 6-22, Army Leadership
5. ADP 1, The Army
6. ADP 3-0, Unified Land Operations
7. ADP 5-0, The Operations Process
8. ADP 6-0, Mission Command
9. AR 670-1, Wear and Appearance of Army Uniforms and Insignia
10. AR 623-3, Evaluation Reporting System

Top Five Digital Resources:

1. [Chaplain Corps IMI Storyboard](#)
2. [Army Publishing Directorate](#)
3. [Army Training Network](#)
4. [USACHCS](#)
5. [Religious Support Simulation Center Portal – AIT](#)



Tile page for the Chaplain Corps' IMI Storyboard.

Course Overview



A student tracks battlefield movement on a map.

Module A: Religious Support and Staff

Operations. This module will provide students a basic overview of Religious Support Fundamentals and how a Battalion level Unit Ministry Team (UMT) operates as part of a Battalion Staff. The focus is basic Religious Support functions of the UMT.

Module B: Religious Support in a Unit Setting.

Introduces how UMTs operate in a unit setting. The focus is on developing Basic Human Interaction skills and planning/executing Battalion level UMT programs. Students will demonstrate basic understanding of RS operations in a non-tactical environment through a series of practical exercises and facilitated discussions.

RELIGIOUS SUPPORT AND STAFF OPERATIONS

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Branch History



Task: Identify important facts of the Chaplain Corps history.

The lesson plan provides an overview of the Chaplain Corps history to include chaplain assistants who played significant roles in our history, MOS and school changes, historical development of the 56M, doctrine, and roles and responsibilities of a Chaplain Assistant.



Essential

Steps/Content:

Review historical development of the Chaplain Corps.

Key References:

- 1 – ATP 1-20
- 2 – FM 1-05

Military Briefings



Task: Identify four different types of briefings.

The lesson plan teaches students how to conduct military briefings.



Essential Steps/Content:

1. Types of military briefings.
2. How to conduct a military briefing.

Key References:

- 1 – AR 165-1
- 2 – ATP 1-05.01
- 3 – FM 6-0

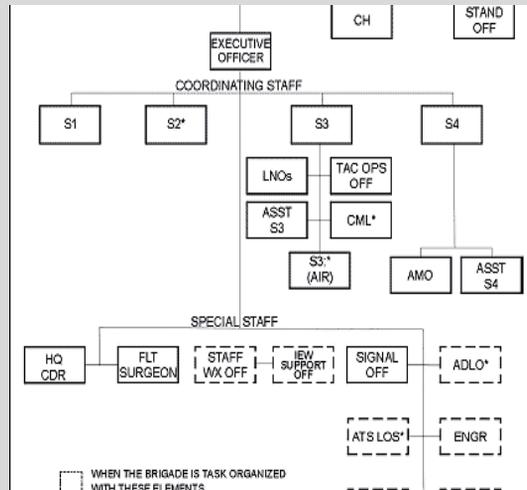
Staff Organization and Operations

[Task # 805D-211-1103](#) (Prepare Unit Ministry Team (UMT) Input to Running Estimates, OPLANS and OPORDS)



Task: Identify Battalion level staff structures, function and organization.

The lesson covers staff responsibilities and duties and fundamentals of battalion through corps-level staff organizations.



Essential Steps/Content:

1. Army Staff Structures, Function, and Organization.
2. Role play an assigned staff function during classroom operations.
3. Staff Organization and Operation Quiz.

Key References:

- 1 – AR 165-1
- 2 – FM 1-05
- 3 – FM 6-0

Synchronize Religious Support Activities with Staff

[Task # 805D-211-2101](#) Synchronize Religious Support with Staff



Task: Synchronize religious support activities with staff.

The lesson focuses on the mission of the UMT to provide religious support to the Army unified land operations by assisting the commander in providing for free exercise of religion.



Essential Steps/Content:

1. Review staff section rules and responsibilities.
2. Synchronize religious support with staff sections.



Key References:

- 1 – ADP 5-0
- 2 – ADRP 5-0
- 3 – FM 1-05

Critical Thinking



Task: Apply critical and creative thinking.

The lesson introduces the process of thinking critically and specifically how critical thought impacts military decision-making.



Essential Steps/Content:

1. Identify critical and creative thinking.
2. Apply critical and creative thinking.
3. Assess critical and creative thinking skills.



Key References:

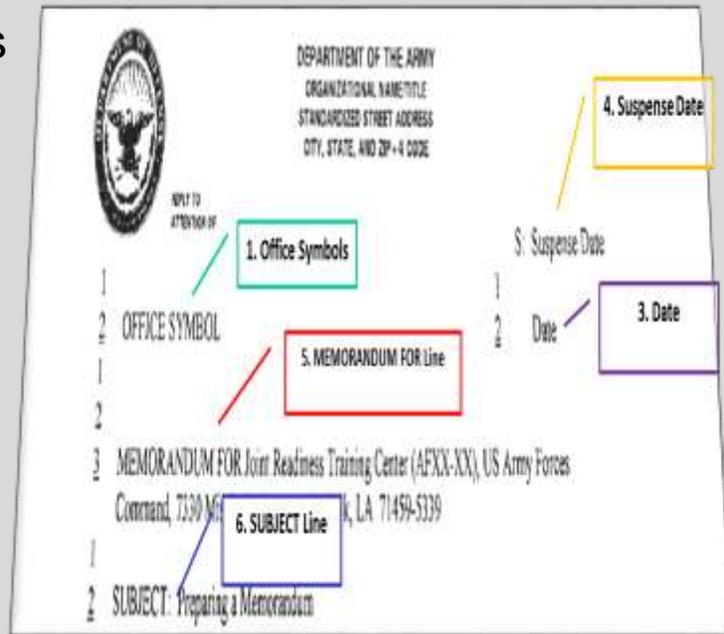
- 1 – ADRP 6-22
- 2 – AR 165-1
- 3 – FM 6-22

Military Correspondence



Task: Prepare military correspondence.

The lesson identifies types of military correspondence.



Essential Steps/Content:

1. Knowledge of military correspondence.
2. Ability to prepare correspondence.

Key Reference:

AR 25-50

Coordinate Religious Support in the Absence of a Chaplain

[Task # 805D-201-1111](#) Coordinate Religious Support in the Absence of a Chaplain



Task: Coordinate religious support in the absence of a chaplain.

The lesson provides procedures for the chaplain assistant to coordinate religious support in the absence of his/her chaplain.



Essential Steps/Content:

1. Report the Chaplain's availability to the Cdr.
2. Follow coordinating instructions of the Religious Support Annex or tactical/installation SOP.
3. Request chaplain support from next higher headquarters.

Key References:

- 1 – AR 165-1
- 2 – FM 1-05
- 3 – JP 1-05

Accommodate Religious Practices

[Task #: 805D-207-2101](#) Advise Soldiers on the Process for Accommodation of Religious Practice



Task: Advise Soldiers on process for accommodation of religious practices.

The lesson provides an overview of accommodating religious practices in the Army.



Essential Steps/Content:

1. Review religious needs accommodation policies.
2. Explain the process that a Soldier must follow to have the Army accommodate a religious practice.
3. Explain the decision making and appeal process.

Key References:

- 1 – AR 165-1
- 2 – FM 1-05
- 3 – JP 1-05

Confidential Communications

[Task # 805D-203-1050](#) Protect Sensitive Information, Privileged communication and confidentiality



Task: Protect sensitive information, privileged communication and confidentiality.

The lesson identifies the types of confidential communications and discusses the policy on privileged communications.



Essential Steps/Content:
Apply the principles of confidential communication in accordance with MRE 503 and AR 165-1.



Key References:

- 1 – AR 165-1
- 2 – MRE 503

Referrals

[Task # 805D-203-1035](#) Screen a Prospective
Counselee

[Task # 805D-201-1111](#) Coordinate Religious Support
in the Absence of a Chaplain



Task: Identify referral agencies.

The lesson focuses on the tasks necessary to determine the counselee's need for support beyond the UMT.



Essential Steps/Content:

1. Introduction of resources and supporting agencies that provide different types of assistance to Soldiers.
2. Maintain current portfolio of Soldier support agencies.

Key References:

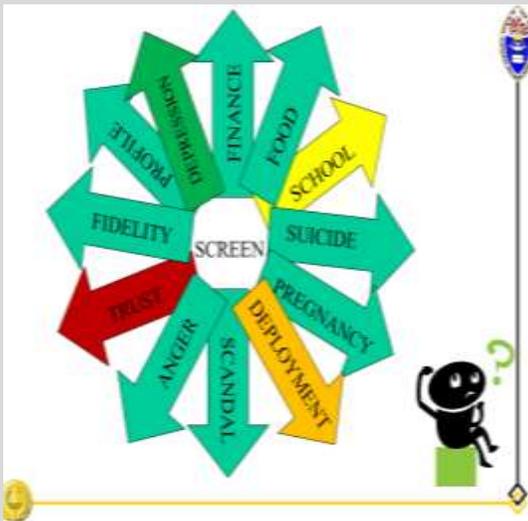
- 1 – AR 165-1
- 2 – FM 1-05

Screen a Prospective Counselee



Task: Apply active listening techniques when screening a prospective counselee.

The lesson identifies techniques to use when screening a prospective counselee and determining their needs.



Essential Steps/Content:

1. Review the components of active listening.
2. Perform active listening practical exercises for screening counselees.

Key References:

- 1 – AR 165-1
- 2 – FM 1-05

Chaplain Corps Specific SHARP Training

[Task # 805D-203-1151](#) Provide Crisis Intervention

[Task # 805D-203-1035](#) Screen a prospective counselee



Task: Define chaplain-specific support for victims of Sexual assault and harassment.

The lesson provides a foundation for responding to a Sexual Harassment/Assault victim.

SHARP Summit 2015: Army news and information

March 22, 2015
U.S. Army



Bystanders need to protect victims of sexual predators, Soldiers say

March 24, 2015
David Vergara



Essential Steps/Content:
Know how Chaplains respond to victims of sexual assault.

Key Reference:
DODI 6495.02

Religious Support in Conjunction w/TEM Activities



[Task # 805D-211-3302](#) Traumatic Event Management

Task: Identify how chaplains help in the Traumatic Event Management process.

The lesson provides students with tools that identify how chaplains provide assistance in the TEM process.



Essential Steps/Content:

1. Define TEM.
2. Define CISD.
3. Assess the need for CISD.
4. Coordinate CISD;
5. Identify seven phases of the CISD process.



Key References:

- 1 – AR 165-1
- 2 – ATP 6-22.5
- 3 – FM 1-05

Provide Support for a UMT Program



Task: Conduct a religious support event.

This lesson provides the skills and techniques necessary to assist in the planning and execution of a UMT Program.



Essential Steps/Content:

1. Discuss planning procedures.
2. Plan a spiritual fitness event.



Key References:

- 1 – AR 165-1
- 2 – FM 1-05

Manage an Offering



[Task # 805D-208-1007](#) Manage an Offering

Task: Apply proper offering management procedures.

The lesson focuses on chapel offerings and the necessary steps needed to properly receive and secure an offering.



Essential Steps/Content:

1. Receive, count and secure an offering.
2. Complete a Detailed Income Report (DIR).



Key References:

- 1 – AR 165-1
- 2 – FM 1-05

Cultural Awareness



Task: Identify the impact of culture on military operations within the content of TRADOC Cross-Cultural competencies.

The lesson promotes awareness of various cultures.



Essential Steps/Content:
Identify the impact of culture on military operations.



Key References:

- 1 – AR 165-1
- 2 – ATP 1-05.03
- 3 – FM 1-05

RELIGIOUS SUPPORT IN A UNIT SETTING

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Analyze an Order for Religious Support Requirements



[Task # 805D-211-1102](#) Extract Pertinent Information from Plans or Orders

Task: Analyze an order for religious support.

The lesson provides an introduction OPORD analysis for religious support.



Essential Steps/Content:
Develop a religious support plan based on simulated mission by extracting information from OPORD.

Key References:

- 1 – ADP 6-0
- 2 – ADRP 3-0
- 3 – FM 1-05

Provide UMT Support to Soldier and Leader Engagements



Task: Provide UMT support to Soldier and Leader Engagements.

The lesson focuses on providing UMT support to SLE.



Essential Steps/Content:
Identify Soldier Leader Engagement principles and ATP 1-05.03.

Key Reference:
ATP 1-05.03

Operational Symbols and Graphics



[Task # 805D-211-1307](#) Determine Pertinent Religious Support Information from a Digital Display, Map or Overlay

Task: Identify operational symbols and graphics.

The lesson focuses on identifying operational symbols and graphics.

Affiliation	Color
Friend, Assumed Friend	Blue
Hostile, Suspect	Red
Neutral	Green
Unknown, Pending	Yellow

Echelon	Amplifier	Example of amplifier with friendly unit frame
Team or crew <small>Note: This is the smallest echelon and should not be confused with company team and brigade combat team in the next paragraph.</small>	■	
Squad	●	
Section	●●	
Platoon or detachment	●●●	
Company, battery, or troop	■	
Battalion or squadron	■■	
Regiment or group	■■■	
Brigade	✕	
Division	✕✕	
Corps	✕✕✕	

Essential Steps/Content: Identify and analyze operational symbols on an overlay.

Key References:

- 1 – ADP 5-0
- 2 – ADRP 1-02
- 3 – TC 3-25.26

Religious Support Planning for a Tactical Environment

[Task # 805D-211-1102](#) Extract Pertinent Information from Plans or Orders

[Task # 805D-211-1103](#) Prepare UMT Input to Running Estimates, OPLANS and OPORDS



Task: Plan religious support in a tactical environment.

The lesson provides an introduction OPORD analysis for religious support.



Essential Steps/Content:
Develop a religious support plan and maintain estimates throughout the simulation exercise.

Key References:

- 1 – ADP 5-0
- 2 – ADRP 5-0
- 3 – ATP 1-05.01

Religious Support to the Wounded and Dying

[Task # 805D-203-1136](#) Provide Religious Support to Wounded or Dying Soldiers



Task: Administer religious support to the wounded and Dying.

The lesson provides an introduction on casualty ministry to include triage categories.



Essential Steps/Content:

1. Become familiar with assessing casualties and the medical support procedures.
2. Triage casualties according to religious support needs.
3. Coordinate and manage the conduct of religious support in role playing practical exercises.

Key Reference:

FM 1-05

Memorial Services and Ceremonies



[Task #: 805D-201-1035](#) Support a Memorial Service

Task: Prepare for a memorial event.

The lesson focuses on the UMT's role in providing support for memorial services and memorial ceremonies.



Essential Steps/Content:
Prepare a Memorial Event.

Key References:

- 1 – AR 165-1
- 2 – ATP 1-05.02
- 3 – FM 1-05

Manage Force Protection for the Unit Ministry Team (UMT)

[Task # 805D-211-1302](#) Manage Force Protection for the Unit Ministry Team



Task: Manage force protection for the Unit Ministry Team.

The lesson focuses on managing force protection for the UMT by assessing the situation, mission and threats, identifying an appropriate plan and providing protection for chaplain.



Essential Steps/Content:

1. Assess the situation, mission and threats.
2. Identify appropriate position or plan of action.
3. Provide protection for the chaplain.

Key References:

- 1 – AR 165-1
- 2 – ATP 1-05.02
- 3 – ATP 1-05.03

Religious Area Assessment /Religious Impact Assessment (RAA/RIA)



[Task # 805D-209-1140](#) Research Indigenous Religions

Task: Prepare a religious impact assessment.

The lesson focuses on the tasks necessary to give a religious area impact assessment using Appendix A of ATP 1-05.03.



Essential Steps/Content:
Learn how religion(s) and beliefs impact military operations.



St. Elijah Monastery, Iraq

Key References:

- 1 – ATP 1-05.03
- 2 – FM 1-05
- 3 – JP 1-05

Religious Support Simulation Exercise



Task: Complete Religious Support Simulation Exercise.

The simulation exercise incorporates previous religious support training in a simulated environment.



Essential Steps/Content:

1. Develop a religious support plan.
2. Coordinate religious support.
3. Maintain running estimates.



Key Reference:

FM 1-05