



## Minister of Congregational Care Job Description

**Position Overview:** The Minister of Congregational Care will be responsible for providing a comprehensive program of pastoral support, community nurture, and spiritual guidance for members in all life stages.

**Qualifications:** The applicant must be an ordained minister with a Masters or higher degree and have experience in providing pastoral care in a multi-minister congregation. The applicant must have leadership skills and be able to envision and develop a multi-faceted program of care for the entire congregation.

**Skills Needed:** Team Player, Relationally Engaging, Highly Organized, Effective Communicator, Spiritually Grounded, Empathetic, Compassionate.

### **Responsibilities:**

Develop and maintain a lay-caring ministry program that empowers others in the congregation to share in meaningful congregational care.

Assess the care needs of the congregation and create support systems as needs emerge. Examples might include: support for couples facing infertility, referrals to best mental health resources, small groups for LGBTQ youth.

Oversee and conduct hospital calls, home visits, funerals and memorial services.

Proactively provide pastoral care resources and support for members in times of need. Examples would include a funeral planning guide, living will documents, columbarium guide, transportation resources, in-home care resources, residential care resources.

Maintain a list of those who are unable to attend church due to health reasons and a method of actively caring for those members, including an effective program for sharing communion as needed.

Participate in clergy rotation of leadership for weddings, worship, and Bible studies and classes on spirituality, theology or Christian formation.

Work with other staff and ministries in the congregation and community to create a strong network of care for new concerns of the congregation as they arise.

Other portfolios could be added based on the candidate's gifts and congregational interest.

**Reports to:** Senior Minister

To apply, please send your resume and cover letter to [office@cccckc.org](mailto:office@cccckc.org).