

MINISTER OF PASTORAL CARE

Position Description

The Minister of Pastoral Care ("MPC"), working in consultation with the Designated Term Pastor Lead Minister (the "DTP" or the "Lead Minister"), is responsible for helping to meet the pastoral ministry needs of the congregation. The MPC reports to the Lead Minister.

No other staff positions report to the Minister of Pastoral Care.

Qualifications

- A. Ordained in the United Church of Christ.
- B. Completed one unit of Clinical Pastoral Education.
- C. Completed Boundaries Awareness Training.

Core Competencies

- A. Conducts himself/herself in accordance with the Ordained Minister's Code for ordained clergy in the United Church of Christ.
- B. Works cooperatively with all staff, communicating clearly through appropriate channels.
- C. Maintains a pleasant, helpful and welcoming attitude toward all persons.
- D. Endeavors to conduct himself/herself in ways consistent with the Christian values of compassion, fairness and inclusion.
- E. Engages constructively in all conversations related to evaluation, goal-setting and job performance.
- F. Experience in care and counseling on a pastoral or professional level.
- G. Experience in an official pastoral or associate pastor role is preferred.

Representative Accountabilities

The MPC serves the Congregation as the primary Pastoral Care Coordinator working in consultation and collaboration with the DTP Lead Minister to equip and inspire the Called to Care Team (when established) and the Board of Deacons in furthering the pastoral care of the Congregation.

In addition, the MPC is responsible in consultation and collaboration with the DTP Lead Minister for:

- A. Development of a small group ministry as it pertains to spiritual and pastoral support for adults in the congregation and community. Includes: pastoral visitation to members in home bound, hospital, retirement and rehabilitation settings.
- B. Being an advocate for the place and role of aging adults within the wider life of Maple Street Church, UCC.
- C. Being a full member of the worship planning team, preaching and leading worship as assigned by the Lead Minister for both Sunday morning and alternative worship services, engaging in both short term and long term worship planning.
- D. Planning and leading special worship services including funerals, baptisms and weddings as assigned.
- E. Serving as a consultant to the Deacons, and congregational care teams, attending meetings as needed.
- F. Making a monthly report to the Church Council.
- G. Engaging in other pastoral ministry tasks as needed, consulting with the Lead Minister.
- H. Engage in teaching/leading adult programs.
- I. Assist the Lead Minister in other ways (including intermittent preaching) as she directs or as the occasion arises.
- J. The MPC will be present for and a participant in Sunday morning worship.
- K. The MPC will lead worship services and preach as scheduled by the Lead Minister in coordination with the Deacons.

Compensation

This is a part-time 20 hours per week, salaried position beginning February 2019, to be paid consistent with Maple Street Church Personnel Policy.