Pastoral Care Assistant

ACOUNTABLE TO: Pastor

PURPOSE: In coordination with the pastors, to ensure that members are visited on a regular basis and that in-house pastoral care is available

GOALS:

1. To offer compassion and care to members
2. To offer a listening ear to those in need
3. To be the presence of the church to those who are shut-in and unable to be a regular part of the life of the church.

PRIMARY RESPONSIBILITIES:

Visitation: to visit members and regular visitors in hospitals, nursing homes and homes

Pastoral Care: to listen to members who need a caring presence

Staff: Attend staff meetings and meet regularly with head of staff to discuss pastoral care needs

Record Keeping: to maintain all records in Shelby of visits and pastoral updates

EVALUATION: Will be evaluated annually by Head of Staff and will have a liaison with Staff Relations

JOB REQUIREMENTS:

1. A heart for caring for others
2. Training in Pastoral Care
3. A willingness to take continuing education to improve skills
4. Ordination is preferred but not required
5. If possible previous work in the mental health field

HOURS AND PAY: This will require fifteen (15) hours per week. Pay will be $30 per hour, and mileage reimbursement at IRS rate. There are no benefits, and this is an at-will position.

CONTACT INFORMATION:

Send resumes to Rev. Dr. John Judson (johnjudson@everybodyschurch.org) or

Dr. John Judson, 1669 W. Maple, Birmingham, MI 48009.

Please send resumes no later than February 6, 2020.

For more information please contact Dr. Judson at 248-644-2040 ext. 127