

Job Description



Title:	<i>Congregational Care Pastor</i>
Classification:	<i>Pastoral Staff</i>
Reports to:	<i>Lead Pastor</i>
Hours:	<i>Full-time position</i>
Compensation:	<i>As negotiated</i>
Benefits:	<i>Full benefit plan; matching RRSP program</i>
Vacation:	<i>Consistent with established policies</i>

SUMMARY

The congregational care pastor is charged with maintaining and growing a culture of biblical soul care within the local church through which people are being disciplined and raised up for leadership. The elders have determined that the biblical soul care ministry is one that carries the highest level of priority for the church in the development of mature followers of Christ. With this goal as the focus, the congregational care pastor is responsible to oversee all aspects of training and implementation of the Biblical Soul Care ministry in accordance with the mission, vision, doctrine, pillars, and ministry strategy of Harvest Bible Chapel Barrie as established by the elders.

RESPONSIBILITIES

I. Biblical Soul Care Ministry

1. Work with the elders and staff to promote BSC as a vital part of "walking with Christ."
2. Provide ongoing pastoral care and connection regarding situations that arise through various means including groups ministry, prayer requests, and the Harvest Helps ministry.
3. Provide formal counseling for a percentage of the weekly hours in consultation with the Lead Pastor, and follow counselling ministry policies and procedures regarding documentation, record keeping, and storage.
4. Promote the delivery of soul care in and through small groups and study groups in coordination with the Connections Pastor.
5. Develop, implement, and oversee Hope Groups, recovery groups, and specific discipleship groups (ie. marriage and parenting studies) to help people in areas of growth.
6. Oversee and provide support to the Counselling and Care Director in developing BSC leaders, lay-counselors, and advocates to ensure that the church's purposes are being implemented within the BSC ministry.
7. Receive Hope Fund requests for benevolent situations, provide pastoral care and/or authorization, then will refer to the Office Administrator for payout.
8. Provide oversight for the Harvest Helps ministry and coordinate with the Harvest Helps Coordinator regarding ongoing initiatives and budgetary needs.
9. Provide oversight of the prayer ministry of the church including but not limited to supporting the prayer team, Tuesday morning prayer meeting, prayer nights, and Prayer Matters email.
10. Develop, plan, and execute BSC events, seminars, and conferences to help people rely on Christ in times of trouble and train them to care for themselves and others better.
11. Work together with other like-minded churches, educational institutions, and counseling associations to execute BSC initiatives for training, develop intentional mutual ministry, and provide effective counsel.
12. Coordinate as appropriate with staff from other like-minded churches to ensure consistency of teaching and methods, utilize best practices, and share resources.
13. Connect regularly with direct report volunteers by phone, e-mail, or in person to ensure open communication and meaningful encouragement.
14. Create/edit, approve, and implement various training tools, programs, and curricula.
15. Develop and implement a BSC schedule each year.
16. Craft and oversee an approved budget for this ministry area.

II. Other Responsibilities

1. Spend daily time with God exercising spiritual disciplines such as Scripture reading, prayer, worship, etc.
2. Develop ongoing accountability relationship(s) in areas such as personal purity, financial stewardship, spiritual disciplines, etc.
3. Prioritize and nurture a healthy relationship with your spouse.
4. Assist in providing care for the congregation in consultation with the pastoral team.
5. Engage with homeless and people seeking resources in coordination with the office staff.
6. Participate fully in various staff meetings/expectations.
7. Contribute periodically in worship services through preaching, hosting, baptism, and the Lord's Table.
8. Adopt the posture of a lifelong learner, continually growing in skills and knowledge in areas covered by this ministry description.
9. Other responsibilities as assigned.

OUTCOMES

The role is full-time but is evaluated on the basis on outcomes not hours. In general, fulfilling this role would include work in the office, Sunday morning responsibilities, mid-week evening activities, plus small group involvement, and other meetings. As with all full-time ministry roles, this position both allows for and requires flexibility in schedule and work location.

QUALIFICATIONS

Character

1. Must be maturing spiritually (Colossians 2:6-7) consistent with the 4 pillars and 4 Ws.
2. Must be increasing in the fruit of the Spirit (Galatians 5:22-23).
3. Must demonstrate a servant's heart (Mark 10:42-45) and be teachable and humble (Philippians 2:3-7).
4. Must be qualified as an elder (1 Timothy 3:1-7; Titus 1:5-9; 1 Peter 5:1-5).

Competency

1. Must have strong organizational and relational abilities consistent with a pastoral leadership role.
2. Must demonstrate initiative, creativity, and excellence in leading within the established vision of the elders.
3. Must be a ministry builder (Ephesians 4:11-12) with skill in recruiting, developing, evaluating, and encouraging volunteer leaders and teams.
4. Must be able to motivate and direct others toward a consistent, fruitful development of quality disciples.
5. Must be committed to ongoing improvement, with an understanding of both strengths and weaknesses.
6. Must be a life-long learner with formal education in theology/ministry, with some level of specialization in counseling, and/or certification with an approved accreditation body (or willingness to attain this).

Chemistry

1. Must be committed to the local church and active in building community (Acts 2:42-47).
2. Must demonstrate an ability to relate well and work efficiently with his fellow staff members and all volunteer leaders and teams under his oversight.

Conviction

1. Must be in full agreement with the Harvest mission, vision, doctrine, pillars, and ministry strategy and be convinced of their effectiveness in building the church.
2. Must embody the Harvest DNA and lead the ministry in a way that is consistent with this approach.
3. Must be aligned with the Acts 29 core values and mission.
4. Must agree to abide by the staff policy manual.

Capacity

1. Must be highly motivated and action-oriented; a strong work ethic; a get-it-done kind of person who can lead and grow a team of both staff and volunteers.
2. Must be willing to put in the time necessary while maintaining a healthy personal and family life.