

**Care Pastor**  
**Christ Memorial Church**

[www.christmemorial.org](http://www.christmemorial.org)

616.796.3370

**Position Expectation:**

The Care Pastor has a faith deeply rooted in a Christ-centered approach to ministry, offering hope and grounded in the principles of love, service, and faithfulness to God. The Care Pastor embodies the teachings of Jesus when offering spiritual guidance, emotional support and help to those in need within the congregation. Through prayer, scripture and active listening, the Care Pastor seeks to build relationships that reflect God's unconditional love and grace, fostering an environment where individuals feel seen, heard, and valued. This commitment involves a dedication to personal spiritual growth, accountability, and a strong sense of calling to serve others selflessly, upholding the church's mission to be a source of healing, hope and service in the world.

**Position Status:**

Part-Time 20-29 hours per week, with the desire that it will at some point become a full-time position. This position will be accountable to the Lead Elders of Christ Memorial Church (CMC).

**General Responsibilities:**

Provide leadership in the CMC Care Department's ministry of providing compassionate and spiritual care to all members of the congregation as well as personally providing direct care, support, and comfort to individuals and families.

**Leadership Related Responsibilities:**

1. Function as the team leader for the staff of the Care Ministry Team.
  - A. Regularly schedule, solicit and prepare agenda items, and lead Care Staff Team meetings.
  - B. Ensure that care needs and follow-ups are provided by the Care Ministry Department and records kept so people with care needs do not fall through the cracks.

C. In conjunction with Care and Connections (C2) Elders provide for recruitment, training, and oversight to volunteers to serve in family, children, youth, hospital and shut-in visitation as well as general care as needed in the congregation.

D. Develop a relationship with the congregation by assisting in worship services at least twice a month and preach, generally 2 – 3 times a year to enable the congregation to visually see and get to know the Care Pastor. This may include weddings, funerals and sacraments (baptism and communion).

E. Serve as a Pastoral resource to the Care & Connections (C2) Elders as they deal with issues and procedures in the Baptism, Communion, Membership, and Care areas of ministry.

F. Oversee Membership and Profession of Faith classes, supported by the Connections Coordinator and Care and Connections (C2) Elders .

2. Function as a team member of the CMC Staff Leadership Team (SLT).

A. Attend SLT meetings and coordinate with team members to ensure that care ministry is effectively integrated in all ministry areas of the church.

### **Direct Care Responsibilities:**

1. Visitation Ministry

A. Visit members who are in hospitals, nursing homes, or homebound due to illness or disability.

B. Offer scripture, prayers, emotional support and encouragement to those in need.

2. Crisis Intervention

A. Respond to emergency situations such as accidents, deaths or other crises that affect individuals or the church community.

B. Provide comfort and guidance during times of trauma and loss.

C. Participate in the rotation of the 'after-hours on-call' emergency call coverage.

D. Know when it is necessary to refer a member to a specialized caregiver.

3. Pastoral Counseling

A. Offer one-on-one counseling for individuals dealing with personal, relational or spiritual issues, helping them to deepen their faith, navigate spiritual challenges and apply biblical principles to their lives.

B. Provide support for grief, marital challenges, mental health concerns, and life transitions.

C. Offer support to families involved in funerals, memorial services, and the grieving process.

D. Know when it is necessary to refer a member to a specialized caregiver for ongoing support.

#### 4. Weddings, Funerals and Sacraments

A. Officiate weddings and funerals as requested and available. To provide/refer counseling as needed to implement CMC wedding policies. In the case of funerals, to assist families in finding an officiant when the Care Pastor is unavailable.

B. Participating in ministry of sacraments

- 1) Lead baptism classes
- 2) Meet with parents/guardian requesting baptism
- 3) Administer communion to those confined to home, hospital or care facility, as authorized by the Care and Connections (C2) Elders.

#### **ESSENTIAL SKILLS & REQUIRED TRAINING**

- Ordained Minister of Word and Sacrament from a Reformed Faith institution of higher learning
- Preferred candidate will have some formal CPE (Clinical Pastor Education)
- Experience preferred in intergenerational pastoral care including, but not limited to:
  - Intentional connection and relationship building
  - Transitioning visitors to members
  - Communal prayer
  - Connections with community outreach organizations;
- Experience in leading team initiatives from vision to implementation; and
- Proficiency in computer skills including, but not limited to (Microsoft) WORD, Excel, Power Point and E-mail

Please submit resumes to [jobs@christmemorial.org](mailto:jobs@christmemorial.org)

## **Care Pastor Position Description Addendum Christ Memorial Church**

At this point, the expectation is that the Position Description's "Leadership Related Responsibilities" and the "Direct Care Responsibilities" will generally each require an average of 50% of the time allotted for this position. It is recognized that some weeks will be heavier in one Responsibility section than the other with meetings, preaching, officiating funerals, etc. Other weeks will be heavier in the Direct Care Responsibility area and lighter in the Leadership Responsibility area.

The Care Pastor will consult with the Interim Pastor of Transition to determine specific areas of responsibility that may need to be prioritized and addressed within the time allotted to this position.