

# **Hikes Point Christian Church**

## **Job Description – Pastoral Care Pastor**

### *Full Time Position*

Hikes Point Christian Church desires to help all people become fully devoted followers of Jesus Christ. The person selected for this position will be responsible for caring for various pastoral needs of HPCC. The person selected must have a heart for senior adults, be gifted in areas of organization and team building and must exemplify an attitude of Christ.

#### **Character Requirements:**

1. Immersed believer of Jesus Christ.
2. A conviction on the infallibility of God's Word.
3. Demonstrate a genuine love for people as the highest priority of ministry through communication, cooperation, and personal relationships.
4. Demonstrate love for Jesus where He is both Savior and Lord.
5. Demonstrate a commitment of love, integrity, open communication, honesty, and harmony.
6. Exhibit a work ethic of initiative, follow-through and positive attitude.

#### **Reports To:**

1. Elders
2. Executive Pastor

#### **Position Responsibilities:**

1. Assist the ministry staff in Pastoral Care related ministries (weddings, funerals, and pre-marital counseling). Ensuring a Biblical and compassionate approach to all care situations.
2. Provide oversight to HPCC's Care Ministry. A ministry providing meals at the funeral home for HPCC families during visitation or a funeral meal after funeral services at HPCC.
3. Provide oversight to HPCC's Homebound Ministry helping those who are homebound members of HPCC stay connected to HPCC. Possess the ability to oversee a volunteer team to send cards, make phone calls and visits, and facilitate weekly bag deliveries to homebound members (bags contain communion and a church bulletin for online worship services).
4. Provide oversight for HPCC's Senior Adult Ministry. Develop, implement, and oversee a comprehensive, year-round, ministry for Senior Adults. Key elements to include Bible Study, service projects and other events/activities. Recruit, develop and train volunteers to assist in the ministry, including those who are approved to facilitate Bible studies.
5. Help fulfill ministerial/pastoral duties as assigned by the Executive Pastor (including, but not limited to hospital visitation, on-call duties, etc.)
6. Follow-up with HPCC members who are absent from Sunday worship services on a consistent basis.

7. Attend weekly staff meetings, collaborating with HPCC's staff in fulfilling the overall mission of the HPCC.
8. Provide budget input for specified ministry areas.
9. Other duties as assigned by the Executive Pastor and Lead Pastor.

### **Qualifications Include:**

1. Bible College/University Graduate with a B.A./B.S. degree in Bible is preferred.
2. Experience leading ministry teams.
3. Possess a servant's heart and the ability to be a perceptive, present, and compassionate listener.
4. Must have strong team-building skills and be a team player.
5. Must be a self-starter and possess strong organization skills.
6. Well-grounded in Scripture and be unified in the belief's, practices, and mission of HPCC.
7. Proficient computer skills with knowledge and abilities with Microsoft Office and Mac based platforms.
8. Comfortable working in a fast-growing church environment and adjusting to evolving needs such as increased hospital or homebound calls/visits, funeral needs, etc.
9. Must become a member of HPCC and, if married, spouse must also become a member and active in the life of HPCC.

### **Personal**

1. Maintain a consistent, personal devotional life with Jesus Christ
2. Maintain a wholesome family life through time, priority, and commitment.
3. Be involved in the regular study of God's Word and any extra-Biblical literature that will advance knowledge of the Scriptures.