

First Presbyterian Church of Orlando
Job Description

Job Title: Associate Pastor for Congregational Care
Department: Congregational Care
FLSA Status: Exempt

SUMMARY

Reporting to the Sr. Pastor, the Associate Pastor for Congregational Care is responsible for providing pastoral care to the ill, the bereaved, the suffering, the confused and the anxious members of this church along with their families and friends. Further, he/she will work with those committed to saturating this church in prayer, providing opportunities to cultivate and experience the power of prayer. Finally, he/she will work proactively to prepare our covenant partners for their own future life challenges and to equip them to care well for others.

The person in this role functions as an administrator, organizer, encourager, and equipper for the ministries that provide pastoral care including Deacons, Stephen Ministry, Prayer, Coalition of Counselors and other groups of lay volunteers who visit and serve our congregation.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Oversees and provides for the overall pastoral care ministry of the church, including visitation (hospitals and shut ins), conducting funerals and burials, assisting with the provision of emotional health needs, and maintaining an efficient reporting process so that the pastoral team is well informed. This also includes advocating for financial resources and proper budgeting through interaction with the Session and staff.
- Lead the Young at Heart, the older adult ministry of FPCO, so that this population is creatively disciplined, community is built, and events that foster engagement are planned and executed. Events include: small groups, monthly meetings, fellowship outings, service opportunities and connections to SHINE (children) to foster our value of Generational Faithfulness.
- Work with older adults to ensure they understand, and therefore are able to embrace our core values and strategic priorities.
- Disciple a small group of six to ten people each year.
- Provides training and supervision of the Deacons and all those lay volunteers who will be involved in pastoral care.
- Oversee the Stephen Ministry program.
- Oversee Prayer Ministry, including the Prayer Team and monthly prayer services such as services for healing and wholeness.
- Carry out visitation assignments in such a manner as to be a model for other pastoral visitors.
- Participate in Sunday worship services
- Provide immediate response counseling or referral to those in crisis, responds to calls through the emergency line
- Create, develop and execute a teaching strategy to proactively prepare the congregation for the inevitable times of personal crisis, need or grief.

REQUIREMENTS

- Ordained EPC Pastor (or approved by Ministerial Committee as ready for ordination)
- Master of Divinity degree required.
- Formal CPE (Clinical Pastoral Education) training or similar
- Experience in visitation and crisis intervention

QUALIFICATIONS

- Possess a strong and abiding faith in Jesus Christ as personal Lord and Savior, spiritual maturity and a commitment to a Christian lifestyle.
- Have an obvious, abiding love for those in need, those who suffer, and especially for those who have reached the latter days of their lives
- Have an obvious commitment to and passion for prayer, personally and corporately
- A demonstrated plan for self-care and personal renewal even as he/she gives so much to others
- Excellent leadership, administrative, organizational and communication skills
- Strong interpersonal skills with the ability to effectively present information and respond to inquiries from staff, leaders or congregation.
- Able to support and communicate the vision, mission and values of FPCO

Interested candidates should contact Tamara Muhlbach, HR Director at tmuhlbach@fpc.org