

**Pastor of Care**  
**Job Description**  
*Jacksonville Chapel*

**Date** – July 2015

**Purpose of the Job** – To provide and coordinate pastoral shepherding that encourages individuals to live lives that reflect Christ-centered choices and biblical principles. This position helps the church maintain its unique culture of caring at Jacksonville Chapel. This is a full-time position.

**Qualifications**

- Possesses a passion for a relationship with God through frequent time in the Word and prayer.
- Has the proven ability to guide individuals in personal spiritual growth.
- Has demonstrated the leadership skills required to recruit and equip volunteers and ministry teams.
- Has a heart to shepherd and care for volunteer leaders and the people of the church.
- Has demonstrated a commitment to teamwork.
- Demonstrates creativity as well as maturity.
- Previous experience in engaging the local community in a church setting
- Has completed a Bachelor's degree in Biblical Counseling or related field, and must possess solid biblical and theological understanding.
- Has a minimum of 5 years' experience with biblical counseling in a multi-staff setting.
- Has completed ordination or being on-track to be ordained is preferred

**Supervisor** – The Pastor of Care is under the direct supervision of the Executive Pastor

**Major areas of responsibility:**

- Proactively communicate, support and fulfill the mission, vision, core values, purposes and goals of the church
- Build a team who collectively and individually accomplishes same
- Maintain open and frequent communication with the Director of Care, all Chapel staff, and volunteer team leaders and members

**Role-specific areas of responsibility:**

*Pastoral Care*

- Provide pastoral care to ensure that individuals throughout the Chapel receive Christ-like support during times of crisis or hardship.
- Be the primary contact for crisis care visits that are needed from a pastor. Make personal visits as needed, or coordinate with a more appropriate individual who is available to make a visit and who has a relationship or connection with the individual.
- Lead and coordinate a team of care-givers.

*Counseling & Training*

- Provide biblical counseling, primarily to men and couples.
- Work with local counselors in referring Jacksonville Chapel attendees.
- Work with the Director of Care and other staff to provide training for staff, small group leaders and other lay leaders on how to provide “first line care” for those in their group or on their team.
- Work with and train “lay counselors” who will assist in specialized counseling
- Work with the Director of Care and other staff to explore, train and offer support for classes and potential support groups related to various felt needs and/or addictive behaviors (divorce care, struggling marriages, pre-marriage, alcohol dependence, grief, etc.)

### ***Compassion Connections***

- Maintain strong relationships with local community leaders and existing organizations in order to be a blessing to our community
- Serve with present strategic partnerships in order to maintain care and compassion through these organizations
- Play a significant role and sometimes lead all Chapel mobilization

### ***Pastoral Responsibilities***

- Perform other pastoral duties as requested.
- Handle requests for weddings. Work with staff to use (or improve) existing procedures/policies to determine which weddings will be conducted in our facility and/or by our staff.
- Provide pre-marriage counseling with couples or groups of couples.
- Conduct ceremony for most weddings at the Chapel. Coordinate with other pastors who are requested for weddings.
- Coordinate and conduct most funerals as required (provide opportunity for involvement by another pastor if a request has been made, or a connection or relationship is apparent).