

## **Pastor of Worship and Pastoral Care Job Description**

2018

### Responsibilities of all pastors:

1. Spend time in prayer, Bible study, and other spiritual formation practices, listening for the Spirit's leading.
2. Attend to the spiritual health, vibrancy, and direction of the congregation.
3. Meet with committees and other groups related to your ministry focus.
4. Provide pastoral care to Assembly participants.\*
5. Preach occasionally as fits Assembly's participatory worship model.
6. Lead communion and other elements of worship.\*
7. Plan elders' retreats.
8. Oversee interns.\*
9. Attend church-wide conferences and participate in wider-church events as appropriate.\*
10. Work within one's allotted hours to the extent possible.

\* This may be a primary responsibility of one pastor but is shared by all.

### Specific assignments for **pastor of worship and pastoral care** (.56 FTE)

1. Give leadership to worship planning and evaluation, except during the summer months:
  - Work with worship committee to shape the themes, structure, and rituals of 1<sup>st</sup> hour worship and 2<sup>nd</sup> hour (working with electives committee) to provide a balanced selection; Invite participation from congregational members with a focus on nurturing, mentoring, and enabling gifts; Give oversight to or delegate oversight of unique worship blocks (Lent, Advent, Bible Study, ...); Give input into selection of worship committees; See that worship is hospitable to new people.
2. Oversee the ministry of pastoral care at Assembly
  - Help divide the various aspects of pastoral care among the pastoral team; Oversee the Care Team; Provide pastoral care training and support to small groups as needed; Be the lead (but not sole) responder to crisis care; Respond to requests for financial assistance.