



## **Visitation Pastor / Deacon**

### Job Description

<b>Status:</b>	Part-time; Hourly
<b>Defined:</b>	Employed position, not called
<b>Reports to:</b>	Pastor, Care
<b>Accountable to:</b>	Pastoral team; Executive Leadership Team; Church Council

**Purpose:** Work in collaboration with and under the direction of the Care Pastor. Provide spiritual care and support with meaningful connections to members of the congregation. This includes members of our community who may be home-bound and/or tending to long-term medical needs.

### **Qualifications:**

- Active, rostered leader or retired status
- Demonstrated experience in congregational care, or related experience
- Completion of a minimum of one unit of CPE
- Demonstrated administrative skills
- Ability to work with a diverse population of people and needs
- Excellent communication skills
- Excellent relationship building skills
- Collaborative team player
- Satisfactory completion of background check screenings as performed by STOV

### **Expectations:**

- Understanding and practice of maintaining confidentiality
- Passion for the care and nurture of people
- Ability to accommodate a schedule of rotation
- Work in a collaborative, team environment
- Ability to manage time and schedules with minimal supervision
- Demonstrated sense of humor and a joyful disposition

### **Responsibilities and Essential Functions:**

#### **I. Visitation and Ministry**

- A. Collaborate with pastoral staff to strategize care and visitation needs
- B. Connect with members through in-person visitation and/or telephone contact as appropriate
- C. Provide congregational care including but not limited to
  - a. Communion distribution
  - b. Connection: prayer, active listening,
  - c. Connect to resources as appropriate and/or available at SOTV or in the community
- D. Availability to conduct funerals as deemed appropriate
- E. Other ministry opportunities as deemed appropriate

#### **II. Administration**

- A. Provide regular updates and reporting, including but not limited to
  - a. Entering care notes into online database
  - b. Attending congregational care pastors' meeting
  - c. Regular connection with Care Pastor

### **Core Competencies:**

- **Spiritual Maturity** – demonstrates strong spiritual grounding; is seen by others as trustworthy and authentic.
- **Empathy and Care** – ability to listen attentively; respond with empathy; demonstrate appropriate expressions of care with boundaries; ability to restrict personal bias, to respond to concerns and



communicate solutions; present compassion and authority; demonstrate and communicate availability and approachability.

- **Interpersonal Skills** - establishes good working relationships with others; shows hospitality, compassion, and care; uses diplomacy and tact; is approachable; responds with empathy.
- **Team Orientation** - demonstrates interest, skill, and success in team environments; understands and supports the importance of teamwork.