

## **Associate Pastor of Congregational Care**

### **Part-time**

#### **Job Description**

The Associate Pastor of Congregational Care coordinates, supports and engages in the Pastoral Care with the members of the Ebenezer Baptist Church. This includes engaging in pastoral care along with supporting clergy and lay leaders in the delivery of pastor care. The Associate Pastor must establish and maintain trust and integrity, adhere to strict confidentiality among congregants, and be deliberate in expressing a genuine love and a heart for people. He/She reports to the Executive Pastor.

**He/she will oversee, manage, and engage in pastoral care and counseling for Ebenezer members.**

This includes:

- Providing and coordinating pastoral care for members
  - Working with the deacons, deaconesses, and appropriate committee members to care for the sick,
- Visiting incarcerated members
- Creating a plan for supporting members located in other states and countries
- Providing a ministry of presence to new members ensuring that an initial interest in their welfare is communicated
  - Identifying congregants who are gifted with a loving heart and engage their assistance with pastoral care ministries
  - To give leadership to staff ministers and interns in Pastoral Care & Counseling
- Participate in all Sunday church worship services as assigned by the Senior Pastor
- Attend and report the activities and ministry events at Pastoral Staff meetings
- Providing collective, pastoral experiences, as needed, that respond to emerging concerns or priorities in the Congregation
- Serving as the lead staff person to the Grief and Loss Ministry
- Coordinating the visitation with and up-date of the Sick and Shut-in list

**Oversee and manage funerals at Ebenezer. This entails:**

- Making sure that we have up-to-date protocols, formats, and processes in place for funerals that clearly delineates roles, responsibilities, parameters, and approaches
- Coordinating and providing pastoral counseling and care for families and the up-date of the bereaved list
- Serving as the lead staff person in planning and coordination of funerals
- Coordinating and plan an annual Remembrance and Hope Service to further honor those who transitioned that year.
- Ensuring a Sympathy Letter from the Pastor is sent to members who have lost an immediate (non-member) family member

**Experience**

- A Master of Divinity or commensurate degree
- At least five years of congregation-based pastoral care experience
- Ability to maintain confidentiality
- Strong communicator
- Digitally-savvy

Apply at: Email: [careers@ebenezeratl.org](mailto:careers@ebenezeratl.org)