

## **Messiah Lutheran Church**

**Auburn, WA**

**Ministry Position:** Pastor of Caring Ministries and Adult Faith Formation

**Reports To:** Senior Pastor

**Effective:** when filled

**Directly Supervises:** N/A

**Status:** Part-time

**FLSA:** Non-exempt

**Background Check:** Required

### **Position Purpose**

The purpose of the Pastor of Caring Ministries and Adult Faith Formation is to help the congregation of Messiah Lutheran Church live into its mission of doing justice, loving mercy, and walking humbly.

### **Mission Priority Support**

The individual in this position will help support the congregation in the following mission priorities:

- **Reach in for Meaningful Service:**

As a congregation we will identify a vision for living into Micah 6:8. We will provide opportunities through faith formation, worship, and emerging and established small groups to help congregants discern their Christian calling for service. Through multiple opportunities to serve, we will engage diverse groups of people within Messiah to have the passion and ability to serve others and glorify God.

- **Nurture through Passionate Spirituality:**

We cultivate lively growth in faith for individuals bound together on a journey in a diverse and exciting church community. As we fully share who we are with one another, through respectful conversation and kind action, we envision a community alive with the desire to know and follow Jesus. We commit ourselves to join together in sharing our stories, hearing scripture, praying, and discerning God's call to action in our lives.

### **Ministry Position Summary**

The Pastor of Caring Ministries and Adult Faith Formation at Messiah Lutheran Church will facilitate a comprehensive Caring Ministry Program and provide pastoral care for those church members and friends unable to participate in the regular activities of church life. The individual will also work on creating Adult Faith Formation opportunities across a variety of existing and potential ministry platforms. Finally, the individual will assist, on a periodic basis, with preaching and leading worship, both for regular Sunday services and other special services as the need may arise.

### **Ministry Responsibilities and Duties**

- Assess the care needs of congregation members and friends and work to develop and support a plan of care across a network of individuals to meet the identified care needs. Provide ongoing evaluation and adjust the care network plan and response as needs either increase or decrease.
- With Care Team input, maintain and update a database of those who are shut-in, hospitalized, or otherwise unable to participate in church activities on a regular basis, along with suggested levels of caring ministry to be provided.

**Open Date: November 16, 2018**

**Close Date:** when position is filled

- Maintain and execute an ongoing pastoral visitation schedule with those unable to participate in the regular activities of church life. Determine, in consultation with the Care Team and Sr. Pastor, the appropriate frequency of pastoral visits with these individuals.
- Coordinate pastoral visitation with Care Team participants who are providing ongoing visits for those unable to regularly participate in church activities.
- In consultation with the Sr. Pastor, work with families grieving the loss of a loved one and shepherd them through the cycles of loss. Be prepared to provide follow-up pastoral care as indicated or requested by families.
- In consultation with the Sr. Pastor, plan and lead memorial, funeral, and/or graveside services for congregation members and friends as requested by family.
- On a schedule to be determined with the Sr. Pastor, be available for and respond to requests for emergency pastoral care.
- Partner with the Director of Faith Formation and the Associate Director of Faith Formation to create, implement, and nurture a seamless faith formation program built on the pillars of Leadership Development, Fellowship, Faith Formation, and Service.
- Teach in the adult forum and schedule other instructors and speakers on a regular basis. See that a variety of biblical, theological, historical, ethical, and practical topics are covered. Lead other faith forming experiences and classes as appropriate.
- Guide and equip Messiah's already existing small group ministry. Nurture small group leaders and assist them in choosing material appropriate for their small groups.
- Participate in the FaithWalk Ministry, first as a participant, second as a guide, and then as a coordinator. With the Sr. Pastor, help shape the FaithWalk ministry as the primary entrance into Messiah life and growth in faith.
- Communicate the FaithWalk process to the congregation as an opportunity for members and friends to be mentors in faith for their families, friends, and/or neighbors.
- Participate in Messiah's weekly staff meeting, the monthly Care Team Ministry meeting, and other meetings with staff or teams as necessary.

### **Job Skills and Requirements**

- Rostered, ELCA or full-communion partner, clergy is preferred.
- Background or emphasis in pastoral care ministry is required.
- Proficiency in computer skills including utilization of Microsoft Office 365, Church Windows, and Google Docs.
- A commitment to good interpersonal and communication skills, teamwork, and support of church ministries.
- A commitment to confidentiality regarding all conversations and records, including, but not limited to, the church, church staff, and church members and friends.

### **Hours and Compensation**

- The position is available 11/16/2018; start date is negotiable.
- The compensation rate is \$25.00 per hour. We have budgeted based on 28 hours per week. Weekly hours are flexible, with some weeks being under 28 hours a week and some weeks over 28 hours, based on personal schedule and workload demand in the congregation. Compensation is determined through the congregation's budget process and approved at the congregation's annual meeting. Through the budget process, a level of benefits will be determined.

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- Conversation with Sr. Pastor to check-in on workload and hours will occur as mutually scheduled.
- Paid vacation time and sick leave is provided per congregational leave policy.
- Mileage for job related travel will be reimbursed based on IRS rules. A professional expense account will be provided. Amount is determined annually through the congregation's budget process and approved at the congregation's annual meeting.

**To apply for the position of Pastor of Caring Ministry and Adult Faith Formation, please submit the following:**

- Letter of Application. The letter should address your work experiences as they relate to the ministry responsibilities and duties outlined in this ministry description.
- Current resume.
- Three References. Please provide the name, address, phone number(s) and an email address for each of your references.

**Send all required documentation to:**

By US Mail: Pastor Chuck Harris, Messiah Lutheran Church, 410 H Street NE, Auburn, WA, 98002

By Email: [chuck.harris@mlcauburn.org](mailto:chuck.harris@mlcauburn.org) / Please submit email attachments in doc., docx., or PDF format