



Position: Caring Minister

Purpose: Care for the Calvary Community

Caring for the community of Calvary is everyone's responsibility, it's part of being the Body of Christ. Calvary's Caring Minister will work to care for those hurting, grieving, and in need, provide support for Calvary's Caring Ministry Team. Calvary's Caring Minister will show compassion and the love of Christ through befriending, distribution of sacraments, and connecting with other caring ministers, social service agencies, or counselors.

Hours: approximately 10 hours per week

Key Job Duties & Responsibilities:

1. Acute Care: Visiting, Calling, Bringing Communion to those struggling with urgent care needs. Responding to needs or delegating to other staff or Caring Ministry Team members within 48 hours of Calvary receiving notice. Weekly check in with Executive Pastor.
2. Calvary's Caring Ministry Team Oversight: Oversee recruiting, Training, and Partnering of Calvary Caring Ministry Team (CCMT) Check in with existing CCMT members about how their visits are going ensuring continuity of care. Developing training resources with members of the CCMT. Partnering CCMT with new Care Recipients. Plan and implement three CCMT meetings annually.
3. One2One Ministry: Oversee recruiting, training, and partnering of One2One ministers with Care Recipients. Check in with existing One2One members to ensure continuity of care. Developing training resources for One2One Ministers
4. Accountability of care: Keeping documentation of care needs and creating awareness with pastoral staff of needs within Calvary's community. Document all contacts on Care List and Church Center.
5. Care Groups: As needed, developing, implementing, and staffing Care groups such as: Grief Care, Divorce Care, etc.
6. Implement Special Events: Senior Coffee, Surviving the Holidays, A Gift for my Family, All Saints Services
7. Grief Care: Following up a week after a Calvary Funeral with a phone call to the deceased's loved ones. Continuing with Care mailers or bridge to other resources.
8. Assist with Monthly Services at Grand Arbor, Windmill Ponds, and Bethany Worship Services

Working Conditions:

- Reports to Executive Pastor
- Schedule will include night and weekend work
- Moderate lifting required (up to 40 pounds)