



FIRST BYRON

CHRISTIAN REFORMED CHURCH

Pastor of Congregational Care Job Description

Overview

The Pastor of Congregational Care is responsible for shepherding the church through life's joys and challenges, ensuring that members receive compassionate, Christ-centered care and remain connected to the church community.

Personal Qualifications

- A stable, mature, and growing Christian with an exemplary personal, marital, and family life (if applicable) who meets the qualities of elder as prescribed in 1 Timothy 3:1-7 and Titus 1:5-9.
- An active personal faith in tune with the Holy Spirit, praying continually, and displaying the Fruits of the Spirit in humility.
- A strong knowledge of the Bible and the ability to apply it pastorally.
- Genuine love for serving people - demonstrating empathy, patience, reliability and responsiveness, and the ability to be present in both joyful and painful moments.
- A relational and compassionate shepherd who connects easily with people across all ages and life stages.
- Effective communicator who can listen deeply, speak truth with grace, and handle sensitive conversations with wisdom.
- Committed to continuous learning and professional growth and development.

Professional Qualifications

- Ordained as a Pastor in the CRC or in another Reformed denomination.
- Master of Divinity and a thoroughgoing commitment to the Reformed faith as expressed in the Three Forms of Unity.
- A thoroughgoing agreement with and commitment to the First Byron Elder Covenant and the mission, values, and doctrinal position of First Byron.
- Strong collaborator who works effectively with the Senior Pastor, elders, deacons, and ministry leaders.
- Flexible and responsive, with the ability to manage multiple pastoral needs and priorities in a dynamic ministry environment.
- Demonstrated ability to provide pastoral care and counseling, including discernment of when to personally provide that care versus refer to outside resources.
- Organizational skills for coordinating the needs of the church, in coordination with Elders, Deacons, and Care Ministries.

- Ability to walk alongside members in various seasons and situations in life.
- Experience equipping and developing leaders or volunteers within a ministry context.
- Able to faithfully and effectively preach expository sermons and lead worship.

Essential functions and responsibilities

Pastoral Care (60%)

- Be an active personal presence in the church, building relationships with members.
- Provide pastoral care to members across all ages and life stages.
- Organize pastoral care through pastors, elders, deacons, and other care ministries.
- Maintain the Elder database for Congregational Care.
- Train members how to care for one another.
- Coordinate end-of-life and hospital visits.
- Conduct funerals and weddings.
- Maintain an ongoing follow-up system for families who have lost loved ones or have suffered loss in different ways.
- Provide prayer needs for weekly pastoral prayer.
- Regularly attend worship and congregational events.

Pastoral Counseling (30%)

- Provide pastoral counseling as needs arise, referring to professionals as appropriate.
- Expand the existing network of approved counselors.
- Coordinate premarital counseling using existing marriage mentors.

Preaching and worship (10%)

- Assist in worship leadership as needed.
- Preach 1-2 times per month.
- Fill in for the senior pastor when he is on vacation or sabbatical.

Reporting Structure

- The Pastor of Congregational Care is a full-time position (40-45-hour work week) and will have a direct reporting relationship to the Senior Pastor.
- Attend and present at staff and council meetings.