

Glen Waverley Uniting Church. Position Description – Pastoral Care Worker.

Congregation Setting.

Glen Waverley Uniting Church (GWUC) is located in the South-eastern suburbs of Melbourne and has a membership of approximately 600.

GWUC is a faithful, Christ-centred community that meets God and aims to share that unconditional love. We are committed to have a diverse ministry that encourages and empowers individuals to explore their faith and purpose in a community environment of unconditional love. Offering a variety of worship services, communion, faith development, baptisms, weddings, funerals, small groups, faith exploration groups, bible studies, welfare, broadcasts, podcasts, gatherings, hospitality, English conversation classes, pastoral care, coffee and so many other seasonal programs and ministries, for all ages and cultures. In all we do, we aim to serve our community, our world and each other.

Accountabilities.

The appointee / incumbent person is accountable to the Church Council for all functions and responsibilities. On a day to day basis, direction will be provided by the Minister of the Word.

The person will report to Church Council on a monthly basis as to Pastoral Care, usually as part of the ministry team report.

Responsibilities and Duties.

- Provide pastoral care to members of the congregation as directed by the Minister of the Word.
- Be attentive to the hopes, concerns, and needs of individuals in the community to determine how the congregation might serve them and how they might serve one another.
- Be familiar with the congregation's Organic Vision and how pastoral care is a key component of this.
- Be aware of and have an open line of communication particularly with existing senior's ministry areas.
- Coordinate and advance the ministry to the "housebound" including home communions (with Presbytery permission).
- Participate in programs and activities for older persons including programs/activities that will link with the ministry of the whole church
- Work with the Ministry Team to co-ordinate a quarterly Sunday afternoon worship service for seniors.

Pastoral Focus.

The role will provide pastoral care to the congregation, with a focus on senior members.

Personal Qualities.

- Demonstrates a strong commitment to the Christian faith and desire to share these beliefs with others.
- Understanding of, and adherence to the following:
 - The UCA Basis of Union and ethos of the Uniting Church.
 - The UCA Code of Ethics and Ministry Practice for people engaged in professional ministry and the Sexual Misconduct Regulations of the Uniting Church.
- Has strong relational skills and an ability to connect with members of the congregation.
- Is open to faith engagement and expression of others.
- Able to work independently as well as collaboratively, demonstrating initiative, reliability and flexibility.
- Loves God and loves people, of all ages
- Is a warm and genuine person who is honest and discreet and able to maintain confidences.
- Is discerning, professional and relational.
- Has excellent communication skills.
- Have training and experience in appropriate disciplines.
- Be able to work effectively in a ministry team, having personal responsibilities and being able to support and encourage other members of the team.
- Be friendly toward and supportive of other members of the ministry team and congregation.
- Be able to work harmoniously in a ministry team and alongside volunteers.
- Has a current Criminal Record Check (CRC) and Working with Children's Check (WWCC), prior to commencement in the role.

Position Status.

This is a part time position for 6 hours per week. It is not a recognized placement and so the terms and conditions of a ministerial placement are not applicable. From time to time it may be necessary to work extra hours to support a particular pastoral need. These instances would be rare and infrequent and would only be worked after discussion between the incumbent and Minister of the Word with the Minister of the Word having final approval.

The position is offered for an initial two years, and subject to a three month probation period.

Glen Waverley Uniting Church is committed to this ministry area and has made budget provisions for salary and programs that fit within the church's mission and vision.

Remuneration.

Remuneration will be in accordance with award conditions including Superannuation requirements, based upon qualifications and experience.