

Harrisonburg Mennonite Church
Associate Pastor of Pastoral Care and Worship
Job Description
January 28, 2021
(Half to Full time Staff Member)

HMC Pastoral Staff Mission Statement

“The HMC staff is called to listen to God, the congregation, and to each other in order to tend lives by leading, serving and proclaiming Christ’s message. By the power of the Holy Spirit we will assist people in identifying and releasing spiritual gifts and resources in order to participate in God’s work in the world.”

1. Qualifications

1. Shall be a person exhibiting Christian faith and maturity.
2. Shall have a clear personal commitment and sense of call to ministry.
3. Shall have received a Masters of Divinity.
4. Shall own and practice a theology consistent with HMC and MC USA.
5. Shall be willing to serve as a member of a pastoral team, to give and receive counsel from other team members and exhibit flexibility in staff roles as needs evolve within the congregation.

2. Personal Spiritual Enrichment

1. Meet weekly with pastoral Staff for prayer and sharing.
2. Participate in staff retreats for planning, team building, and refreshment.
3. Attend seminars and retreats related to role for nurture and training.
4. Integrate prayer practices and disciplines into daily, weekly and monthly schedule.
5. Set healthy boundaries between job and personal life.

3. Term & Supervision:

Renewable annual contract. Responsible to lead pastor, and lead pastor will supervise.

4. Tasks

4.1 Pastoral Care, Pastoral Counsel, Spiritual Direction

1. Offer pastoral care in coordination with the rest of the ministry staff.
2. Offer one-on-one, couples, family, or small group pastoral counseling to members and attendees of HMC.
3. Offer spiritual direction to individual members and attendees of HMC.

4.2 Worship

1. Work with worship teams, preachers, and Director of Music in planning and executing 1st and 2nd worship services. Responsible for communicating to AV teams and ushers on needs. Responsible to recruit and train greeters.
2. Recruit, equip, and encourage individuals to be part of the worship teams for 1st and 2nd service worship in cooperation with Director of Music.
3. Be available to participate in public worship services for all services. This could include worship leading, leading in prayer, preaching and using any other talents or gifts.

4.3 Welcome Team (for full time)

1. Create vision and structures to foster a welcoming environment for people as they enter our building for worship on Sunday mornings.
2. Build welcome team through recruitment and training.
3. Evaluate and grow welcome ministry based on the needs of the church.

4.3 Event Planning (for full time)

1. Oversee annual events in the life of the church.
2. There are currently three needing leadership: Ash Wednesday, annual meeting, and church camp out.
3. Work with a team from the church to promote, recruit, carry out, and evaluate annual events in light of our vision and mission.

4.4 Pastoral Staff Member

1. Be available to preach when asked by Lead Pastor. (4 to 10 times a year.)
2. Be commissioned by Rockingham County to perform weddings (requires ordination credentials from Virginia Mennonite Conference).
3. Be available to participate in, facilitate, or perform the rituals of the church: child-dedication, baptism, communion, funerals and burials, etc...
4. Possibly other responsibilities, based on time, gifts, the shifting needs of the congregation and mutual agreement.