

## Care Minister - Job Description

### The Staff Purpose Statement

The staff of The Village Church Denton exist to shepherd the flock of God in the power of the Holy Spirit with integrity and skill.

### Role Summary

The Care Minister provides leadership and oversight for the church's general congregational care ministries, cultivating a culture where care is shared, relational, and spiritually grounded. This role focuses on equipping members to care for one another through care classes, care groups, and structured congregational care systems, ensuring that care is accessible, sustainable, and aligned with the church's theological vision.

The Care Minister does not serve as the primary provider of intensive or crisis care, but instead builds, equips, and oversees systems and leaders so that care is embedded throughout the life of the church. The Care Minister reports to the Pastor of Care.

### Time Commitment

- 15 hours per week
- Schedule may include flexibility, with occasional time-sensitive or weekend needs

### Primary Responsibilities

- Oversight of General Care Ministries
  - Provide leadership and direction for all general care initiatives, including: Care classes (e.g., relational, emotional, spiritual formation topics)
    - Care groups (ongoing or seasonal)
    - Congregational care structures and pathways
  - Ensure care ministries are aligned with the church's theology, values, and pastoral vision.
- Equipping & Supporting Care Leaders
  - Recruit, train, and support members serving as:
    - Care group leaders
    - Class facilitators
    - Congregational care volunteers (for specific needs or populations)
  - Develop and lead training environments that equip leaders with:
    - Theological grounding for care
    - Relational wisdom and emotional maturity
    - Clear boundaries and referral practices
- Building Sustainable Care Systems
  - Help design and refine systems that allow members to:
    - Care for one another in everyday life
    - Respond to common situations (grief, transitions, relational strain, loneliness, etc.)

- Collaborate with pastoral staff and elders to clarify:
  - What care belongs in congregational systems
  - What care should be referred to intensive or specialized care pathways
- Coordination & Collaboration
  - Work closely with the Pastor of Care and/or Care Ministry leadership to ensure:
    - Clear communication between care ministries
    - Healthy handoffs between general care and intensive care needs
- Participate in regular check-ins for vision alignment, prayer, and evaluation.

### **Expectations**

- Affirms The Village Church Denton Statement of Faith
- Upholds the The Village Church Denton's Membership Covenant
- Affirms the Bylaws of The Village Church Denton
- Qualified to be a Deacon at The Village Church Denton
- Spiritual & Relational Maturity
  - A clear and growing faith in Jesus Christ
  - Demonstrated emotional and relational health
  - A posture of humility, wisdom, and compassion
- Ministry & Leadership Experience
  - Experience leading groups, classes, or ministry teams
  - Comfort equipping and supporting volunteers
  - Ability to think systemically about care, not just individually
- Skills & Strengths
  - Strong interpersonal and communication skills
  - Ability to create clarity, structure, and trust
  - Discernment around boundaries and appropriate levels of care
  - Alignment with the TVCD's theology and philosophy of care

### **Ministry and Educational Preferences**

- A minimum of 2 years of pastoral experience is preferred
- Graduate work in theological education is desired and a Master's degree is preferred.

### **Notice**

This document outlines the basic requirements for the position noted. It is not a comprehensive listing of all job duties. Duties, responsibilities, and activities may change at any time with or without notice.