

**Outreach and Congregational Care Pastor/Director**  
**Salem Covenant Church**  
**Job Description**

**Reports to:** Executive Pastor  
**Status:** Full-Time  
**FLSA:** Exempt

**Position Summary:** The Outreach and Congregational Care Pastor/Director is responsible for leading and developing the church efforts in reaching out to the community and providing compassionate care and support to the congregation. The role involves both strategic vision and hands-on engagement, fostering a culture of outward focus and inward support within the church body.

**Essential Functions:**

- Lead in planning and coordinating a comprehensive outreach ministry that includes age specific and intergenerational training and experiential opportunities to engage the Salem church community in missions and service locally, regionally, and internationally. The aim of this outreach is to proclaim the Gospel in word and action, inviting others into a life-giving relationship with God through Jesus Christ and partnering with our neighbors in efforts to Love Mercy Do Justice (LMDJ).
- Provide compassionate pastoral care to individuals who are sick, hospitalized, homebound, or experiencing difficult times. Develop and oversee a network of lay caregivers, equipping and supporting them in providing practical, emotional, and spiritual support to the congregation. Lead and assist in funerals and memorial services as requested.
- Be a leader of leaders. Recruit, train, motivate, and support lay leaders to participate in outreach and care ministries and to lead and equip others.
- Serve on the Spiritual Formation Team to partner in providing a comprehensive, integrated ministry for children, youth, and adults.

**Other Responsibilities:**

- Support Salem's mission, ministries, policies, and procedures.
- Represent Christ's love and care in contacts and relationships with church members, co-workers, visitors, and the community beyond Salem.
- Participate and lead in worship and other pastoral duties as requested.
- Pursue continuing education (e.g. reading, classes, workshops, conferences, etc.).
- Participate in conference and denominational events as appropriate.
- Function collaboratively with staff and ministry teams.

**Minimum Qualifications:**

- Deep commitment to Christ and the ministry of the church.
- Demonstrated ability in mobilizing people for active service beyond the church.
- Demonstrated understanding of meaningful ministry opportunities locally, regionally, and internationally.
- Strong organizational skills with the ability to work independently and in a team setting.
- Effective communicator with strong verbal and writing skills.
- Covenant pastoral credentials preferred.

### Core Competencies:

- **Spiritual and emotional maturity:** Loves Christ, the Church, and people wholeheartedly and well, and leads others to do so, too, by word, action, and example. Exhibits and nurtures a deep and growing spiritual life, emotional self-awareness and health, and strong, mutually supportive relationships at home, with friends, with colleagues, at church, and beyond.
- **Humble:** Exhibits humility, shares credit, quick to point out the contributions of others and slow to seek attention for his/her own, emphasizes team over self, and defines success collectively rather than individually. Humble team players neither think too highly of themselves nor too little; their focus isn't on themselves, but on helping the team, team members, and the church as a whole succeed in fulfilling God's call.
- **Hungry:** Continually seeking to learn, grow, and serve better, showing a manageable and sustainable commitment to doing the job well, inviting and integrating feedback, graciously accepting direction from supervisors, eager to go above and beyond the minimum required to accomplish vision and goals. Willing and able to work autonomously and with others to pursue Salem's vision.
- **Smart:** Emotionally and relationally intelligent; skilled at being interpersonally aware, appropriate, and effective. Able to listen to the words and read the body language of people and groups, to consider the potential impact of his/her own words, body language, and actions, and to intentionally speak and act in ways that are most effective in helping all move forward in healthy, productive, positive ways.
- **Pastoral Care/Counseling:** Demonstrates the ministry of presence; creates a spirit of openness that invites people to share their stories; demonstrates appropriate pastoral care boundaries; recognizes his/her own limitations as a care provider; respects confidences; refers individuals to other care professionals as needed.
- **Missional Leadership:** A growing understanding of issues, opportunities, and best practices in Christian mission and service efforts, including personal work in developing cultural competence. A passion and ability to encourage and equip others as they continue to grow in their own cultural competency and reach out in love to our increasingly diverse neighbors.
- **Team Development:** Encourages and supports people in discovering, developing, and engaging their gifts and skills in service; invites people onto teams; leads teams successfully by creating strong morale and spirit in the team; leads courageously through challenges; shares wins and successes; defines success in terms of the whole team; creates a sense of belonging and pride in the team.
- **Leadership Development:** Is a leader of leaders, multiplying ministry by developing and supporting others to serve as ministry leaders; thinks and acts strategically to build the ministry leadership base and to develop the next generation of leaders.
- **Project Management:** Identifies the key objectives and scope of a proposed project; secures needed resources and project support; develops a realistic and thorough plan for achieving key objectives; communicates clearly with team members; implements action plans, identifies and resolves barriers and problems.