

Pastoral Assistant

Time Commitment:

Two days per week

Six weeks holiday per year

Support and Accountability:

Primary support and accountability is offered by lead pastor. Secondary support through involvement in a home group and Cornerstone pastoral team.

Expectations

It is expected that everyone undertaking a pastoral role within Cornerstones pastoral team will exhibit the following attitudes:

Missional Engagement — Set an example of engaging 'missionally' with friends, neighbours, people from community (children's school, sports teams, gym, etc.) and colleagues.

Pastoral Care — Be available for pastoral care to those connected to the congregation (this includes Christians and non-Christians) at every stage of life. This includes counselling type meetings and tangible acts of service and support. Give particular focus to women.

Discipleship — Engage in consistent meetings with people of all ages, seeking to mentor, disciple and encourage them in their walk with Christ. Give particular focus to women.

Hospitality — Consistently invite others from the church and the community into the home.

Equipping for Ministry — Seek to identify and cultivate the gifts of the congregation and to ensure that ministry is a project of the entire congregation, not merely the staff.

Personal Development — Expand range of ministry experience through engaging in new aspects of ministry. Potential for further ministry development at pastoral assistant's discretion and with support of lead pastor and kirk session (for example, further training via the UF, further education, and so on).

Specific Areas of Responsibility

Point Person for Female Discipleship — Facilitate the discipleship of women amongst the Cornerstone congregation. Encourage and equip women to be discipling one another and offer whatever support and connection is needed.

Pastoral Care — Support and equip the pastoral care of the congregation, focusing in particular on the primary vehicle of Cornerstone pastoral care, home groups. The pastoral assistant is not the primary dispenser of pastoral care or discipleship of women at Cornerstone, but equips and supports the Cornerstone congregation in this task.

Focus on the Disconnected — Related to the remit related to pastoral care, support those who are loosely connected with the Cornerstone congregation and help to invite such persons into more full participation in the life of our community. Keep folks on the edges of faith and of our congregation at the forefront of the minds of the congregation and leadership.

Home Group Participation — Participate in a weekly Cornerstone Home Group.

Service Planning — Consistent participant in Cornerstone leading and—potentially—preaching (this may take time) rotation. Participate in weekly service planning team meetings. Help to create content for the weekly service including identifying and recruiting people to give testimonies, engage in interviews, create videos (potentially), etc..

Pastoral Team — Participate in pastoral team meetings.

Safeguarding — Participate fully in the Cornerstone safe recruitment process and be aware of our safeguarding procedures, in particular in view of the service of the pastoral assistant to vulnerable adults.

Set up and Tear Down — Be available to help as required (on occasion) with Sunday mornings set up and tear down, particularly if the lead pastor and/or the various coordinators are unavailable.