**FIRST BAPTIST CHURCH PRATTVILLE**

**ASSOCIATE PASTOR / SENIOR ADULTS AND PASTORAL CARE**

**Direct Report:** The Lead Pastor

**Scope:** Under the leadership of the Lead Pastor, the Associate Pastor will assist in the development and implementation of the overall ministries and missions of FBCP. The Associate Pastor will provide leadership to and have responsibility for the planning and implementation of the Senior Adult ministry and Pastoral Care functions of FBCP. Additionally, in the absence of the Lead Pastor, he will be responsible for fulfilling the duties thereof.

**Specific Areas of Responsibilities:**

 **Administration and Management:** In the absence of the Lead Pastor or at the direction of the Lead Pastor, the Associate Pastor willperform all duties related to the ministries of the church and the maintenance of its properties.

 **Senior Adult Ministry:** He will communicate with Senior Adults and ensure they are informed of ongoing and upcoming activities. He will create and implement specific opportunities for Senior Adults to include, but not be limited to: worship services, teaching, fellowships, (insert regular programs). He will recruit, train, utilize and evaluate Bible teachers for the various Senior Adult programs. He will collaborate with the Discipleship Pastor to provide opportunities for classes, programs, and other functions designed to help Senior Adults continue to mature in their understanding of God’s word and provide opportunities for practical application. He will recruit, train and deploy volunteers to meet the needs of Senior Adults. He will coordinate with Sunday School teachers, deacons, and church staff to develop programs to meet the unique and special needs of Senior Adults. In coordination with the Lead Pastor, he will manage the budgets related to the Senior Adult ministries.

 **Pastoral Care:** He will develop and implement a comprehensive plan for counseling, hospital visitations, nursing home visitations, palliative and bereavement care, and memorial services and will develop a network of volunteers to assist. He will recruit and train volunteers to minister through visitation, greeting cards, telephone calls, meals, transportation, etc., as he ensures spiritual support and provision of physical needs for members of FBCP. In the event that it comes to the attention of FBCP that a non-member is in need of benevolent support, he will evaluate and ensure provision of care as appropriate. In coordination with the Lead Pastor, he will manage the budgets related to FBCP’s Pastoral Care ministries.

**Worship Service Support:** When necessary, he will preach in the absence of the Lead Pastor. He will officiate and/or help facilitate weddings and funerals, as needed.

 **Other Duties:** As assigned by the Lead Pastor.