



Ministry General Information

Ministry Name	Presbytery	Synod
First Presbyterian Church	Foothills	South Atlantic
Email	Preferred Phone	Website Address
lclarke@fpcspartanburg.org	864-583-4531	www.fpcspartanburg.org
Mailing Address	Alternate Phone/Email	Community Type
393 E Main St, Spartanburg, SC 29302-1917		Small City
Congregation or Organization Size	Curriculum	Average Worship Attendance
More than 1500 members	Various	667
Church School Attendance		
160		
Intercultural Composition		
White: 99%, Multiracial: 1%		

Information about the Position

Position Requirements

Position Type(s)	Other Training
Associate Pastor (Other)	

Experience Required

2 to 5 Years

Stephen Ministry training or knowledge would be meaningful

Specify Title / PT Work Hours (if applicable)

Associate Pastor of Congregational Care

Language Requirements

English

Employment Status

Full-time

Statement of Faith required?

Yes

Are you open to a clergy couple?

No

Training/Certificate Requirements

Clinical Pastoral Education Training

Ministry Requirements

Church Mission/Vision Statement

Our vision as a church is to be a place where:

- people love to come to worship
- people love to give their time in mission and service
- people love to share their financial resources
- people love to study and proclaim the word of God
- people love to spend time together as the body of Christ
- people receive comfort and care
- people receive spiritual guidance and instruction
- people love each other, and
- all are welcome

Our vision is lived out through our core values, which include the following:

- **Teaching** the Bible and the message of Jesus Christ to all ages with an emphasis on younger generations
- **Worship** in the tradition of the Presbyterian Church, including a powerful and stimulating presence in the pulpit and emphasis on excellence in music, in both traditional and contemporary services

- Giving of ourselves and our resources through local and global mission work while being responsible stewards of our time and talents
- Discipleship within our congregation and beyond by spreading and experiencing the love of Christ through our example and commitment
- Congregational support and a family of fellowship through pastoral care and sharing life as a community of believers
- Providing staff and facilities that are sufficient to support the mission and vision of our church

Tasks, expectations, duties, supervision, assignments, and responsibilities for the position

1. Provide, Manage, and Coordinate Pastoral Care for Church Members, Families, and Staff

- Through visitations, counseling, referrals, prayer and by working closely with the Parish Nurse, other pastoral staff and the Care Ministries of the Diaconate
- By organizing, coordinating and establishing effective systems for the Pastoral Care Team, including on-call rotation

2. Provide Leadership, Support, and Oversight for Diaconate which is organized into Three Ministries:

- Care Ministry: Bereavement, the Farthest Pew, Meal Ministry, Life Events, Purnell and Stephen Ministry
- Engage Ministry: Fellowship/Special Events, Health, JOY (Just Older Youth) Fellowship, Recreation and Wednesdays at First
- Connect Ministry: Visitor Follow-Up, Welcome, Greeters and Offering

3. Provide Leadership in Worship

- Participate in Sunday Services (usually weekly); Lead or share in special worship services. Preach as needed.
- Be the primary clergy for funerals and nursing home worship services and see that communion for those who cannot attend regular worship services is provided through the Farthest Pew.

4. Perform other duties that enhance the life of the congregation as may be assigned from time to time by the Session and Senior Pastor. (Book of Order, G-14.0513)

Compensation & Housing

Minimum Effective Salary

72000

Housing Type

Housing allowance

MDP - Narratives

How would you describe the congregation's/organization's specific vision for ministry? How will this vision impact the community? Is the congregation part of a ministry vision or program?

FPC's vision for ministry is to be a welcoming, generous, and loving Christian community knowing and sharing the transformative love of Jesus Christ with others. There is a genuine desire and determination to be a church embodying Christ's welcome for all people through our worship, learning, fellowship, and mission. Service to both local and international missions are an integral part of the calling. The church follows Christ's example of love, offering programs for children, families, singles and seniors as well as the hungry, abused and homeless. Local partnerships are numerous. The church has fostered Mobile Meals, co-founded a free medical clinic and is a critical supporter of Habitat for Humanity. The pastors are integral in the local interfaith alliance and their voices are essential in community conversations. International mission teams have built relationships in the DR, Haiti, Cuba, and the Philippines. Lay leaders run an active meal ministry, visitation program and communion to the homebound. The church campus hosts education, fellowship, recreation, pre-K weekday school and community programs. Our leaders live out this vision providing spiritual guidance and emulating God's love through support to the aged, sick, homebound, grieving, and those experiencing significant life events. Our ministry is one of service and love.

What is the nature and context of the community in which your congregation lives out its mission/vision? How will you address the emerging needs that are impacting your community?

FPC is a large congregation in a downtown setting at the heart of a community and region experiencing rapid growth and change. This growth in the community presents both unique challenges as well as immense possibilities for the expanded reach and impact of our ministries. The church works to address emerging needs by being actively engaged in the community and with local mission partners and agencies. It deepens relationships with one another through intentional fellowship – often involving meals around a table. In an effort to further advancement, the church’s leaders and members listen and look for opportunities to provide support, participation in and meeting places for diverse conversations. Our church has a voice in important issues through participation in the Initiative to End Child Poverty, by providing interfaith connection points, through participation in community celebrations and listening to and exploring problem resolution. The church is an advocate and partner of positive change working to improve the lives of our neighbors, families and friends through Christ’s love.

How will this call help complement the responsibilities of other staff/volunteer positions, and the life of the congregation/organization, so that you may accomplish your short and long-term goals for ministry?

This role must focus on cultivating meaningful and deep personal relationships with new and longtime church members as well as visitors looking for a church home.

- Due to the size of our congregation, this role must work to create healthy and effective systems for proactively identifying, tracking, and coordinating visitation and outreach by pastors, staff, deacons, and other appropriate lay leaders.
- By building on existing strengths and remaining open to new opportunities, the associate pastor will be part of a team of clergy and lay leaders who actively discern where and how God is calling the church to impact the lives of neighbors with the love of Jesus Christ.

Provide a description of the skills, gifts and training the person you hope will become a part of your ministry must have, to lead the congregation towards the vision and mission established.

The successful and effective Associate Pastor of Congregational Care at FPC will:

- Possess a deep faith and intense desire to promote the spiritual nurture and physical well-being of individuals and families of varying ages and backgrounds by cultivating meaningful interpersonal relationships.
- Be a proactive leader who seeks to identify individual gifts and equip staff and volunteers alike to do the work of ministry.
- Have organization and prioritization skills using systems and proven methods to lead and direct congregational care
- Provide oversight and direction to numerous care committees, groups, functions and activities
- Have deep faith and integrity with an abiding and contagious personal relationship with Jesus Christ
- Demonstrate a strong sense of community, with broad spiritual bandwidth to minister to a congregation with diverse theological perspectives
- Be approachable with a sense of humor and humility
- Reflect the spiritual maturity to ask questions, listen fully, be objective, understand issues, and recommend thoughtful solutions
- Have the ability to shepherd congregants in a relational ministry and provide pastoral care across a multi-generational congregation
- Be a self-starter, motivated and gaining joy and satisfaction through relationship building and interaction with church members
- Be a servant leader following Christ's teachings to put the needs of others ahead of personal wants and desires
- Value connections to the PCUSA and Reformed Tradition

What areas of ministry do you expect the person called to be responsible for? Share specific tasks, assignments, and programs.

The Associate Pastor of Congregational Care will:

- **Engage and foster genuine relationships**, getting to know the congregation on a personal level such that when care and comfort

What areas of ministry do you expect the person called to be responsible for? Share specific tasks, assignments, and programs.

are needed, they are received as both pastor and a respected source of support.

- **Visit hospitals, nursing facilities, and private homes**, providing pastoral care and counseling to church members and their families. They will work to ensure that no one in the church goes without care by proactively identifying, tracking, and coordinating visitation and outreach by pastors, staff, deacons and other appropriate lay leaders.
- **Serve as primary staff support to the Diaconate**, working closely with all ministries including, but not limited to Bereavement, the Farthest Pew, Meal Ministry, Life Events, Purnell, Stephen Ministry, Fellowship/Special Events, Health, JOY (Just Older Youth) Fellowship, Recreation, Wednesdays at First, Visitor Follow-Up, Welcome, Greeters and Offering Committees.
- **Act as the primary clergy for planning and officiating funerals**, conducting occasional off-site worship services at retirement/skilled nursing facilities.
- **Participate in weekly Sunday worship leadership**, preaching as assigned by the Senior Pastor.
- **Supervise the Parish Nurse, the Administrative Assistant for Congregational Care, and the Director of Recreation**, collaborating closely with the Senior Pastor and the assigned lay leadership to coordinate health and wellness activities for young and old alike.

Optional Links

FPC Spartanburg - Home
Page - <https://fpcspartanburg.org>

FPC Spartanburg - Local
Missions - <https://fpcspartanburg.org/serve/local-missions>

References

Reference #1

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Reference #2

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2022)
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Reference #3

Reverend Deborah
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