

PASTORAL CARE TEAM

PASTORAL CARE TEAM – minimum of 7 voting members

Lynnette Moffitt	Chairperson, Community Outreach Sub-team
Mae Branch	Representative, First United Church
Patricia Brown	Representative, First United Church
Lois Good	Representative, First United Church
Isabel MacLaggan	Representative, First United Church
Dorothy McCallum	Representative, First United Church
Faye Robertson	Representative, First United Church
Gwen Sturgeon	Representative, First United Church

From the names listed above, the following shall serve as

Patricia Brown	Chairperson (2013)
Lois Good	Secretary

NOTE: The Chairperson of the Community Outreach Sub-team is not eligible to serve as Chairperson of the Pastoral Care Team.

Revised 01/11

Constitution of Team:

Page 1 of 2

In accordance with an open process for nominations, members of the Pastoral Care Team shall be elected at the annual meeting of the Bathurst Pastoral Charge. There shall be a minimum of seven (7) voting members serving on the Pastoral Care Team including:

- the chairperson of the Community Outreach Sub-team;
- six (6) representatives from First United congregation.

Constitution of Team Leadership:

In accordance with an open process for nominations, the Chairperson and Secretary of the Pastoral Care Team shall be elected at the annual meeting of the Bathurst Pastoral Charge.

Staff Support:

One member of the clergy shall be required to attend all meetings as a resource person without a vote. Although not required to attend meetings, the services of the office secretary may be required.

Duties and Responsibilities:

1. consult with and assist ministry personnel in caring for the pastoral needs of the community, including, but not limited to:
 - a. arranging transportation assistance when required;
 - b. contacting those who appear to have disassociated themselves from our church community;
 - c. circulating messages of congratulation, sympathy, or remembrance as the need arises;

- d. maintaining an audio-tape ministry with circulation of all taped services on a regular basis;
 - e. circulating materials as requested by the Communications Sub-team.
2. facilitate training programs for those involved in visitation with emphasis on such requirements as effective listening, empathetic, and understanding skills and the ability to empower others to help themselves;
 3. develop a program designed to welcome new members to our faith community;
 4. develop and implement a friendly visitation program with preference assigned to those who are elderly, infirmed, bereaved or shut-in, either at home, in hospital or in long-term care centers;
 5. receive a regular monthly report from the Community Outreach Sub-team concerning such matters as:
 - a. program support to local community agencies
e.g. Volunteer Center;
 - b. standards of response to street folk in need;
 - c. local, national and international outreach.

Duties and Responsibilities:

6. ensure that the Community Outreach Sub-team establishes official communication links with community social agencies, thereby developing an increased awareness of local community needs as well as available resources to address those needs;
7. assist the Nominations Team with the development of a gifts and talents inventory of human resources within the Pastoral charge;
8. submit, by November 1st of each calendar year, to the Financial Management Team a summary of projected revenues and expenses for the subsequent calendar year.

Frequency of Meetings:

The Pastoral Care Team shall schedule at least nine (9) meetings each year at the call of the chairperson and more often as circumstances warrant.

Reporting and Accountability:

The Pastoral Care Team reports in writing to and receives direction from the Pastoral Council at each meeting of the Council.