

# Position: Pastor of Visitation

Wesley United Methodist Church



502 East Front Street | Bloomington, IL 61701  
phone 309.827.8046 | www.wesley-umc.com

<b>Immediate Supervisor:</b>	Directing Pastor
<b>Position Type:</b>	Part Time
<b>Work Schedule:</b>	20 hours per week, flexible schedule, typically Mon-Fri from 8:00am-4:30pm
<b>Position Objective:</b>	The Pastor of Visitation supports the Church's mission, vision, and values by providing pastoral care through the visitation of members and others associated with the Church and encouraging the lay members to also visit and care.
<b>Summary:</b>	The Pastor of Visitation is responsible for conducting visitations and training lay members to effectively conduct visitation activities.

## Principal Duties and Responsibilities

1. Work in partnership with other Church staff to develop and implement programs that promote the church's mission and goals by maintaining an effective visitation program
  - Develop, maintain, and document a regular schedule for visitation in hospitals, nursing homes, assisted living facilities and shut-ins.
  - Visit members and others associated with the Church who have evident pastoral care needs, i.e. grieving, those going through times of transition
  - Assist with visiting and delivering visitor packets to newcomers that have attended worship more than once.
2. Develop and promote visitation by lay members of the Church
  - Suggest and/or provide appropriate training
  - Encourage lay members to accompany the Pastor of Visitation during his/her rounds when appropriate
  - Provide referrals to lay visitation team and/or Stephen Ministry Team as appropriate
3. Officiate at funerals, lead worship activities, and distribute sacraments as needed

## Qualifications/Skills, Abilities and Education Requirements

**Education Level:** Suitable ordination credentials

### Essential Skills:

- Excellent communications skills, both written and oral
- Knowledge and experience in counseling
- Comprehensive knowledge of the Bible and Theology
- Ability to work effectively and independently with all levels within the Church
- Strong leadership qualities, leadership experience, and organizational skills
- Demonstrated program development and implementation skills
- Ability to represent the Church effectively in a variety of settings and with diverse communities. Demonstrated understanding and appreciation for diverse cultures.
- Exhibit professional skills, appearance, and conduct

*This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position.*

<b>To Apply:</b>	<i>Please send a resume and cover letter addressing your experience to Myrna Simpson via email at <a href="mailto:msimpson@wesley-umc.com">msimpson@wesley-umc.com</a> or mail to 502 East Front Street, Bloomington Illinois 61701.</i>
<b>Questions:</b>	<i>For additional details and questions about this position contact Pastor Sara Isbell at 309.827.8046 or email <a href="mailto:sisbell@wesley-umc.com">sisbell@wesley-umc.com</a>.</i>