

Title:	Associate Director/Pastor of Care Ministry
Reports to:	Pastor of Care Ministry
Status:	Full-time (35 hours per week), Exempt
Work Schedule:	Sunday to Thursday
Value to the team:	You care deeply about ministering to spiritual, emotional, relational, and physical needs. As an integral member of our team, you contribute to the leadership and strategy of Care Ministry.

Responsibilities

➤ **Care Ministry**

GENERAL

- Collaborate with the Pastor of Care Ministry in ministry vision, goals, and strategy.
 - Ensure our multicultural value continues to be developed and incorporated into the ministry.
 - Maintain connections and networks with churches and care-related organizations. Stay apprised of best practices, resources, and trends.
- Foster collaborative relationships with assigned sites, venues, and ministry teams. Equip staff and volunteers to provide care and resources.
- Oversee the strategy and consistent use of Care-related systems.
- As needed, provide care response to short-term or immediate needs.

VOLUNTEER DEVELOPMENT

- Oversee the Care Ministry volunteer onramp and placement process at a high level.
 - Develop and oversee an ongoing strategy and system for volunteer training and connection.
 - Plan and oversee the implementation of volunteer appreciation.
- Coach and equip Care Ministry volunteers within sites, venues, and ministry teams.

CONTENT & CARE-RELATED OFFERINGS

- Collaborate with Spiritual Formation regarding Care-related group and course offerings.
 - Oversee curriculum and content.
 - Recruit, train, and develop group/course facilitators.
 - Work with the Care Ministry Coordinator on scheduling, room reservations, and registration.
- Collaborate with sites, venues, and ministries related to their Care-related content needs.

➤ **Teamwork**

- As needed, provide an onsite Care Ministry presence during Sunday services.
- Other duties as assigned.

Qualifications & Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk Church
Demonstrated ability and success in strategy development and project management
Energized by envisioning, equipping, and including others (staff, volunteers, leaders, and teams) in ministry
Exhibits a calm demeanor in uncertainty, and provides wise biblical care
Exercises mature and independent judgment with confidentiality and tact
Values multicultural ministry, and leads through a multicultural lens
Educational background or relevant training in social work or human services
Previous professional experience in a pastoral care or human service-related field
Computer skills with proficiency in the Microsoft suite and databases

About Working at Blackhawk

At Blackhawk Church, we want to build a loving community that follows Christ in order to reach a community that is lost without Him. On Blackhawk staff, we consider it an honor and privilege to take part in this mission.

*Our staffing philosophy is simple: connect people to roles they'll thrive in. Our hope is to – as much as is feasible – ensure people's skill, experience and passion align with their role so that they're not just *doing* the job but *thriving* in it. Our staff culture values collaboration, coaching/development, humble service and healthy relationships. Our team works really hard, and we have fun doing it. Lastly, we aim to provide a competitive benefit package, and we offer flexibility in schedule when possible and practical.*

We are an Equal Opportunity employer committed to growing a diverse staff. We don't just accept ethnic and cultural difference – we celebrate it, we support it and we believe it's what God envisions.

To apply, visit blackhawk.church/jobs.