

Milngavie St Paul's – Pastoral Assistant

We are excited to offer the opportunity to join our team at Milngavie, St Paul's as the Pastoral Assistant. The role of Pastoral Assistant is to work alongside our newly appointed minister and other staff: to support our Elders and Pastoral Visiting Team, to engage in the pastoral care of our congregation and the local community, and to contribute to our worship services. We are a church that aims to encourage intergenerational collaboration. There is also scope within this post for the successful post-holder to develop/grow an additional area of ministry i.e. missional/evangelism, prayer, discipleship etc depending on their gifting/calling.

We are a church that is looking forward to a new season of ministry that is more intentional with its mission, community outreach and discipleship. We are aware God is doing a new thing, and we want to partner with him.

The post is for 35 hours per week with a competitive salary depending on training and experience. We will be very pleased to hear from you.

For further information please e-mail

our Minister, Reverend Lynsey Brennan, LBrennan@churchofscotland.org.uk
or our Session Clerk, Graham Mill, g.mill@ntlworld.com.

To apply, please send a CV and covering letter to
The Church Office, St Paul's Church, 1 Baldernock Road, Milngavie, Glasgow. G62 8DP
by the closing date Friday 14th February, 2025.

Title of Post: Pastoral Assistant

Responsible to: The Minister

Purpose of Post:

To assist the Church of Scotland in Milngavie by personally providing and multiplying a range of pastoral care for people in church and the community by identifying, training and supporting pastoral carers and the nurture of caring ministries.

Main Duties

- To undertake pastoral visits to parishioners and others in their homes, care homes, in hospital or by phone or online.
- Conduct funerals, training can be given, and provide training to others in the leading of funerals and the provision of pastoral care.
- Develop, co-ordinate, and support a pastoral care team.
- Liaise with, and work in partnership with, organisations connected with the church and other caring community groups as appropriate.

Additional Duties

- To participate in regular ministry team meetings, work closely with the leadership team.
- To communicate to the Kirk Session, and congregation, information, and vision for the work at least half yearly.
- To contribute fully to the Faith Nurture Forum appraisal process.
- Undertake such other duties as may be required from time to time by the ministry team.

Outcomes

The members of the congregations sense a strong pastoral bond with the post holder, and report feeling able to call upon pastoral support when required. A significant number of members and adherents are recruited to pastoral care teams and further trained and encouraged in pastoral care. Where and when appropriate, establish and encourage care groups to support people in situations of need.