

Job Description
Chair, Pastoral Care Sub-Committee
Committee on Ministry

Serve on COM Executive Committee and attend monthly Executive Committee meeting approximately 1 week prior to monthly COM meeting.

Set subcommittee agendas, convene and moderate monthly sub-committee on COM committee day, usually on the 2nd and 5th Wednesdays.

Work with Presbytery office on appropriate follow-up phone calls and letters.

Oversee (via assigned leaders) committee projects, currently:

- a. Prayer Network
- b. Yearbook of Prayer
- c. Support/colleague groups brochure
- d. Sabbath day pilot project
- e. Non-parish ministers visitation – approximately 3 per annum
- f. Possible pastor spouses gathering in 2009

Monitor need and facilitate follow-up for

- a. Mentor recruitment and training for first-call pastors – periodic
- b. Ministers' fulfillment of sexual misconduct prevention training

Respond to other COM requests on an as-available basis.

Adopted by Subcommittee 11/12/08