

**The Gathering Church – Windsor, ON**  
**Job Description: Associate Pastor of Congregational Care**

**Position Type:** Full-Time. **Reports To:** Lead Pastor

The Gathering Church Windsor is a Baptist church, affiliated on a denominational level with the Canadian National Baptist Convention (CNBC), and theologically with like-minded organizations like 9 Marks Ministries, and The Gospel Coalition Canada (TGCC).

We are praying and searching for our next Associate Pastor of Congregational Care. This full-time position will provide, strengthen and support the overall pastoral care ministry at The Gathering Church, fostering a culture of compassion, connection, and Christ-centred care. Regular Sunday responsibilities, evening meetings, and occasional weekends are required. Hours may vary based on ministry needs. There will also be opportunity to preach based on interest and gifting. Salary with full health benefits will be determined by the elders and the candidate's previous ministry experience (\$65,000 - \$70,000 range).

**Primary Responsibilities:**

**Prayer Culture**

- Lead and build a strong, Bible-based culture of prayer in the church.
- Train and oversee prayer teams for people, ministries, and services.
- Oversee Sunday pre-service prayer time team.
- Ensure privacy and confidentiality while caring for and following up with prayer requests.

**Provide Oversight to Pastoral Care Ministry**

- Lead and encourage a team of volunteers in caring for the spiritual, emotional and practical needs of the congregation.

**Lead the Pastoral Care Team**

- Oversee the development and coordination of the Church Benevolence Team, including volunteers and ministry leaders involved in hospital visits, funerals, home care visits, meals, benevolence funding requests and follow-up care.

**Coordinate Visitation Ministry**

- Organize and assign in-home, hospital, or phone visits to those in need—particularly the elderly, ill, grieving, or isolated—ensuring no one falls through the cracks.

**Support and Resource Life Group Leaders**

- Collaborate with the Lead Church Administrator and Life Group ministry leader to keep Life Group records updated. Maintain regular communication with Life Group leaders to support care efforts within the Life Groups.

### **Bridge the Gap for Those Not in Life Groups**

- Help identify individuals or families not currently connected to a Life Group and explore ways to offer them meaningful pastoral connection and care (see the pathway described below).

### **Train and Equip Caregivers**

- Work with the staff team to identify and provide training resources (courses, workshops, materials etc.) that equip volunteers to serve more effectively.

### **Contribute to Church Leadership Team**

- Attend all weekly staff team meetings, offering insight, updates, and direction on matters related to congregational care.

### **Communicate Pastoral Needs**

- Share weekly updates with church staff and prayer teams (while maintaining confidentiality) to foster a culture of prayerful support within the church body.

### **Additional Duties**

- Preaching from time-to-time and perform other responsibilities as needed, in alignment with the mission of the church and in cooperation with the Lead Pastor and Elders.

#### **Initiating levels of care may include:**

1. **Coffee with Care:** A safe space to meet people (men-with-men and women-with-women and couples-with-couples) and a simple way to connect, share, and find support over a cup of coffee or tea. It's a chance to take a break, have meaningful conversations, and build connections.
2. **Soul Care:** Soul Care exists as a support for anyone feeling stuck, overwhelmed, or looking for breakthrough in life. Whether you're struggling with your marriage, or with sinful or negative thoughts, destructive habits, unhealthy patterns, or difficult circumstances, you don't have to face it alone! These meetings typically take place over 3 meetings (approx. 1.5 hrs long), creating a space for meaningful conversations, support, encouragement, and prayer.
3. **Spiritual Direction:** Spiritual Direction is more intentional; it's a specific biblical counselling space. Providing time for biblical counselling, reflection, guidance, and growth in your faith journey. It's an opportunity to pause, gain clarity, and learn from the word of God - together. This role does not replace licensed mental-health or medical services.

**Ideal Candidate Will Possess:**

- a. A godly man with a deep, personal walk with Jesus and a heart for shepherding and caring for others.
- b. Strong interpersonal and communication and leadership skills.
- c. Some previous experience in preaching, pastoral, congregational care, (formal or informal).
- d. The ability to lead teams and delegate wisely and follow up intentionally.
- e. Discretion, confidentiality, and a gracious spirit.
- f. Willingness to work within a collaborative, gospel-centred, team culture.
- g. Formal theological training is a definite plus.
- h. Must be fully aligned with scripture, with our purpose, values, vision, statement of faith and our biblical convictions regarding marriage, sexuality, and Christian conduct as articulated by the Elders of The Gathering Church as recorded in our constitution.

**Final Thoughts**

This is a shepherding role for a man who is drawn to people in their brokenness, who believes the Gospel is good news for all of life, and who desires to see Christ formed in others through the word of God in patient, Holy Spirit-led care.

If you resonate with our mission to love Jesus and make disciples—helping people to find relationship and rest in more of Christ and less of me...and you want to walk with people from pain to purpose—then we'd love to connect with you. This is a ministry position that plays a vital role in ensuring that The Gathering Church remains a place where people are truly welcomed, prayed for, and supported in all seasons of life.

The Gathering Church is committed to hiring staff who are aligned with its Christian mission and theological convictions. All applicants will be considered fairly within the context of a pastoral ministry role.

**HOW TO APPLY**

If you sense interest in this role and would like to apply, then please supply us with:

- Your cover letter, resume/CV.
- Links to three of your most recent sermon/teaching videos.
- Three references.

Submit these to: [info@thegatheringwindsor.com](mailto:info@thegatheringwindsor.com)

Candidates with relevant ministry experience will most likely be contacted first\*

**TIMELINE:** We will be receiving inquiries and applications until the position is filled.