



# Example of Minister Job Description

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Our company is growing rapidly and is hiring for a minister. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for minister

- Initiate, develop, and direct a well balanced and comprehensive spiritual program designated to meet the needs of all residents, their loved ones, and, as appropriate, staff
- Invite local clergy and residents' pastors to preside at interfaith services/sacraments in order to maintain a vital link between residents and their religious traditions
- Maintain a positive working relationship with staff, clergy and volunteers in order to present a unified and effective pastoral care program
- Meet with the Activity Director to review and evaluate the spiritual services and programs
- Provide orientation and training according to institutional standards
- Provide special care for residents and families in crisis
- Support a compassionate resident-centered environment where quality care and patient satisfaction are the highest priorities
- Visit residents regularly, prioritizing time for those in greatest need
- Welcome new residents upon admission
- Work with the terminally ill and their loved ones toward the acceptance of dying and death

## Qualifications for minister

- Adept at event planning and management
- Master's Degree of Divinity, Theology, Pastoral Ministry or related field, required

- Knowledge and demonstrated experience with well-integrated Protestant Christian faith and ability to advance ecumenical and interreligious engagement
- Experience with young adult spiritual formation
- Is available to students in informal settings in the residence, recreation facilities, dining areas, and at University activities