**Role Description**

**Pastoral Care Development Worker – Edinburgh Pentlands Parish Church**

**Purpose of Role**

To work collaboratively with the Minister/Locum Minister, Kirk Session and Congregation to support our elderly members. This will include taking responsibility for visiting the members and for planning activities and events such as morning and afternoon tea gatherings**.**

**Role**

* Develop innovative initiatives to help reduce and address loneliness and social isolation helping members to remain connected to the life of the congregation and church community
* Develop outreach initiatives to encourage peer support opportunities and empower members to engage actively in the local community, utilising their skills/talents in an optimal way
* Develop, on behalf of Edinburgh Pentlands Parish Church, a partnership network with third sector agencies and other churches working with older people and their Carers, which can offer services and support
* Visit at home, in Residential Home or in hospital older members of the Edinburgh Pentlands congregation, including those who are housebound and their Carers, whose names appear on a list agreed with the Minister/Locum Minister and Edinburgh Pentlands Pastoral Care Group
* Record, update and maintain accurate information about those receiving pastoral care***,*** in conjunction and with the support of the Church Secretary
* Refer members to the Parish Minister/Locum Minister for visits when requested or deemed appropriate
* Liaise with Church Visitors and Church Contacts who may also visit these members
* Accompany Parish Minister at home communions
* Attend monthly afternoon Seniors Tea in Dell Room getting to know those who attend, and assist at the short worship services at the Seniors Tea
* Attend monthly morning service and tea at St Margaret’s, getting to know those who attend, and assist as appropriate
* Support members who have come to the end of their life
* Undertake such other pastoral duties as may be required from time to time by the Parish Minister/Locum Minister and can reasonably fit within the allocated working hours
* If possible attend Sunday worship from time to time at Colinton Church and at Juniper Green Church to forge strong relationships across the congregations
* Provide regular update reports to the Edinburgh Pentlands Kirk Session

**Person Specification**

Skills, abilities and knowledge

* Broad understanding of health and wellbeing issues common to older/housebound people
* Knowledge and understanding of the congregational life of Churches
* Ability to communicate effectively with others using highly developed interpersonal skills
* Ability to be an empathic listener
* Ability to engage with people who may have little church connection
* Proven experience in working with older/housebound people in a community setting and developing relevant initiatives(desirable)
* Valid driving licence and access to a car (desirable)
* Experience in community engagement and partnership working(desirable)

Personal Qualities

* Committed Christian with a live church connection, which is a Genuine Occupational Requirement in terms of the Equality Act 2010
* Proven ability to work collaboratively with colleagues and contribute to effective team working
* A positive, supportive attitude to pastoral work with excellent pastoral skills
* Empathic listener with a friendly and approachable manner
* Ability to work unsupervised with readiness to use own initiative
* Excellent planning and communication skills with ability to prioritise work and workload
* Living within or in proximity to Edinburgh Pentlands parish (desirable)
* IT Literate (desirable)

Education/Experience

* Qualified to degree level or similar in social care or relevant subject Or accredited training in social care **Or** Significant recent and relevant experience in working with older people
* Ongoing commitment to continuing professional development

The Pastoral Care Development Worker will be required to obtain a satisfactory PVG Scheme Record Disclosure

The Pastoral Care Development Worker’s salary will be reviewed annually by the Kirk Session, with the first such review taking place in January 2026.

The Kirk Session regard this as a Development role and so are keen to engage with the Pastoral Care Development Worker to agree adaptations to the Job Description if this turns out to be appropriate.