

Visitation Pastor Windsor Heights Lutheran Church

Purpose: To assist in visiting homebound members of the congregation and to provide pastoral care backup as needed by the Lead Pastor

Reports to: Lead Pastor

Typical duties:

1. Visit all homebound members of the congregation monthly.
2. Celebrate Holy Communion with homebound members as appropriate.
3. Make hospital calls when the Lead Pastor is unavailable.
4. Provide necessary pastoral care, including end-of-life and funeral care, when the Lead Pastor is unavailable or as requested.
5. Preach and/or lead worship occasionally.

Coordination:

The Visitation Pastor will coordinate care with the Lead Pastor.

Other requirements:

- Work collaboratively with staff and members of the congregation
- Possess good organizational skills
- Initiate work proactively
- Maintain standing on the clergy roster of the Evangelical Lutheran Church in America or other denominational affiliation
- As specified in the Employment Handbook, an annual evaluation will be conducted by the Lead Pastor or members of the Personnel Committee and reviewed with the Council President

Certification:

Prepared by: Rev. Christopher Olkiewicz, Lead Pastor
Approved by Council on: January 24, 2023