

## Volunteer Role Outline

Role Title: Pastoral Visitor

Responsible to: The Minister

Purpose: To provide the pastoral care of a specified group of members or adherents (no more than 10 people)

Responsibilities:

- To pray regularly for those in your pastoral group.
- Keep in contact with the members of your pastoral group through home visits and telephone conversations (at least once a month)
- To follow up if people have missed worship for several weeks (if reason not known)
- Ensuring that their personal details on the church's data base are kept up-to-date and informing the Pastoral Secretary and Minister of any changes.
- To distribute the annual Methodist Church Membership Tickets to the members in their pastoral group.
- To distribute Church Newsletters, Pastoral Letters (Harvest, Christmas and Easter), Christmas gifts and other information to those in their group unable to attend worship.
- To offer support and encouragement to those in their pastoral group, particularly in times of special need.
- To advise the Minister or Lay Worker when additional support might be appropriately provided by the Minister or Lay Worker.
- To attend the Pastoral Committee meetings.
- Attend any relevant training to this role.

Other requirements

Have a DBS check – renewed every 5 years

Attend Foundation Safeguarding Training – renewed every 4 years

I have read and understood this Role Description, the Church Safeguarding Policy and the Guidance on Recording of Pastoral Work and Confidentiality

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_