

**UCCSM Pastoral Care Program Charter Application  
April 2018**

Background	Up until somewhat recently, UCCSM had a very loose association of care providers organized in a body called “Care Net”. This was established by Rev. Dr. Stephen Furrer around approx. 2011. Prior to Rev. Furrer, there was a very informal network in place through the direction of the ministers – first, with Rev. Ernie and his wife, Maggie, working in tandem; and then under the direction of Rev. Meyer. When Rev. Rebecca Benefil-Bijur arrived, she did not continue to coordinate oversee the various participants in CareNet. Developmental Minister, the Rev. Greg Ward, initiated the structure described in this charter based on successful programs with similar features in other comparably sized congregations.
Relation to Mission	The Pastoral Care Program helps provide care and attention to members of the church in accordance with the implicit mission for the church to love and respond to one another in times of need. Beyond this goal, the Pastoral Care Program is intended to activate compassionate and responsive leadership within the congregation as a whole.
Ministry Purpose	The Pastoral Care Program creates a way for people in need of care to receive it through leaders in the church who receive training and support to be care givers . Thus, the program provides both insights into the skills of providing compassionate and responsible care, but also leadership development in general.
Under the Authority of	Minister
Leadership	The Pastoral Care Program operates through an executive team comprised of the leaders of the three composite groups: Ministers, Pastoral Associates and the Care Ring Team.
Composition	<p><b>Ministers</b></p> <p>The minister’s role in a pastoral system of 300+ members is limited. The minister’s main function is</p> <ul style="list-style-type: none"> <li>• attending monthly meetings of Pastoral Associates and monthly meetings of Care Ring team</li> <li>• to work with team leaders to oversee the systemic functioning</li> <li>• stay abreast of the ‘radar’ and remain aware of who, at any general time, is experiencing pastoral need.</li> <li>• maintain relationship with those experiencing pastoral need at an ‘awareness’ level (i.e. an occasional note, email, card or reminder in the reception line or at church that you are aware of what’s going on in their life and you are ‘thinking about them’. This might also include anniversaries of loss where memories are re-stimulated.</li> <li>• crisis intervention – be present if at all possible, in the moments where someone goes into surgery or experiences</li> </ul>

significant and immediate loss. Help to comfort and possibly help them clarify priorities so as to move beyond paralysis.

- rites of passage – memorials, blessings, vigils, wakes, etc.

### **PASTORAL ASSOCIATES**

The Pastoral Associates are people with some degree of previous skill/training in the helping professions or a significant level of boundary differentiation and self awareness. This is a leadership development program that teaches people to build and employ new awareness and skills in the task of 'witnessing' people into a new reality. Most often, Pastoral Associates are employed in one on one connections with people who are experiencing an identity transition. They are no longer able to claim the identity they once had but are having trouble shifting into a new identity (i.e. after the loss of a spouse, they are no longer a 'husband', but they are not yet able to see themselves as 'unmarried' – applies to loss of parents, siblings, children, empty-nesting, retirement, etc.)

Because Pastoral Associates are not certified or 'qualified' professionals in a specific field, they do not do professional work such as social work, therapy, occupational therapy, etc. Pastoral Associates work is temporal and generally only extends to 4-5 visits at the most before some sort of referral is made (in cases of ongoing need).

Their main functions are to:

- Attend monthly meetings of Pastoral Associates and work with the Minister and other Pastoral Associates to learn and apply new skills
- Work one on one with one or more members in pastoral transition for between 1-5 visits
- Process work and progress with Minister and Pastoral Care team while maintaining members' confidentiality
- Work with Minister and representative of Care Ring to do triage of new pastoral care needs
- Occasionally work with / empower Care Ring Team Coordinator to provide in-service presentations and to Care Ring Team members regarding how to be sensitive and empathic regarding members pastoral needs

### **CARE RING TEAM**

This is a non-critical, routine demonstration of care that comprises the predominant network of Love that moves through the lives of congregational members. Care Ring Team members will generally extend their 'radar' to hear and note who needs attention. They will negotiate among an array of tools and resources including phone calls, visits, cards, emails, checking in on Sundays, accompanying someone to a doctors appointment, bringing food, etc. in more evolved systems

	<p>there are separate cadres of Casserole Volunteers and Transportation Volunteers that the Care Ring Team manages.</p> <p>Their main functions are:</p> <ul style="list-style-type: none"> <li>• Care Ring Team Coordinator works with Pastoral Associates Lead and Minister(s) to do triage of new pastoral care needs.</li> <li>• Do routine sweeps during Sunday social time and social events to check in on people in general and –without asking directly–sense whether there is a pastoral need</li> <li>• Attend monthly meeting of Care Ring Team</li> <li>• Track between 5-6 people and report in to Care Ring Team and Minister as to the progress of specific members experiencing pastoral need and what has been recently done</li> <li>• Use the Milestone Book to learn and share information of members on a non-confidential basis; record and track outreach to members so as to share / coordinate with Care Ring Members, Pastoral Associates and Minister(s).</li> </ul>
Relationship to Staff	<p>Each of the three components reports to the Minister and, through the minister, works closely with many who serve as staff members (Office Administrator, Office Asst., Communication, Music Director, Religious Education Director).</p>
Limitations / Constraints	<p>The Pastoral Care Program is given parameters and encouraged to exercise creative initiative in working toward producing an atmosphere of safety and care. The Pastoral Care Program is expressly cautioned to observe all safety policies and refrain from incurring any additional liability for the church.</p>
Reporting Requirements	<p>All components of the Pastoral Care Program report to the Minister who reports to the board</p>