

**Archdale Friends Meeting**  
**114 Trindale Road, Archdale, NC 27263**  
**(336) 431-2918**  
[afmtg@northstate.net](mailto:afmtg@northstate.net)

**Job Title:** Outreach Minister  
**Hours:** Part-time  
**Reports to:** Ministry & Counsel, Monthly Meeting  
**Prepared By:** Ministry & Counsel  
**Prepared Date:** 07/23/2021

**Summary:** The primary function of this position is to promote the work of God's Kingdom through ministry of the Word, pastoral care, and leadership.

**Essential Duties and Responsibilities** include, but may not be limited to, the following:

Pastoral Care

Must be committed to seek, love, and obey the Living Christ and share His love with others which is the purpose of Archdale Friends Meeting.

Strategically work with Monthly Meeting and Ministry and Counsel to create Spirit led mission and strategic goals to fulfill the purpose of Archdale Friends Meeting.

Express equal care and concern for each member of the meeting.

Provide spiritual direction through listening, prayer, and counsel to members in need.

Participate in visitation and communication with member in crisis situations and help develop ministries to provide exceptional care to a growing church family in times of need.

Provide encouragement and comfort to the weak and struggling in the meeting.

Develop and participate in the learning process of new believers in Christ as well as equip other members to help others mature in the faith.

Support the development of small group ministries.

Maintain confidentiality in counseling.

Familiarity with Faith and Practice as well as the tenets of the Friends Meeting.

Other Responsibilities

Willingness to be involved in the community in the form of outreach and service.

Attend and share duties in the Southern Quarter and Friends Church of North Carolina Yearly Meeting activities.

Report monthly to Ministry & Counsel and Monthly Meeting.

**Oversight Responsibilities:** This position will not have any direct supervision responsibilities but should participate and conduct weekly staff meetings for information sharing, planning and prayer.

**Qualifications:** Prior training and/or experience as a pastor is preferred as well as be recorded or agree to begin the recording process. The position requires a personal relationship with Jesus Christ as Lord and Savior as well as a calling to serve as a pastor in a meeting.