

# pastoral care

## ...and how it works

**Olive Overton has oversight of the pastoral work of the church as part of the leadership team. Olive reports to the team about every six weeks on the information she has received from various sources, so that the Minister and the team can help where possible and to give an overview of what is happening.**

Everyone should be involved in the pastoral ministry of the church including passing on information about someone who:

- is ill at home or in hospital
- has had a new baby
- is celebrating a special event
- is celebrating an achievement
- is celebrating a special birthday
- is getting married
- is going to college
- is moving house
- needs help
- has financial difficulty
- and other situations which may come to mind

Please pass this information to Olive who will be able to inform the appropriate people involved in pastoral work so that we have the opportunity to show our care and concern for people who attend our church.

## HOME GROUPS

Everyone attending the church regularly should be under the pastoral care of a home group, even if the person chooses not to attend one. Home groups have the initial responsibility of caring for the church family.

Each group is expected to:

- pray for each other in the group
- inform the Minister (Rev Brigitta Steele) if visits are needed by her
- visit members of the group who are sick or in need of help or a just a chat
- keep members of the group informed of social events within the group and church
- inform the church secretary (Maureen Hopkins) when she needs to send a card from the church, e.g. death, birth, hospital, special celebration
- encourage people to write in the prayer book when prayer is needed for someone (but their permission is required first)
- Inform the pastoral representative to the Leadership Team (Olive Overton) of any changes to a home group member so that the database can be kept up to date
- Appoint a representative from each home group who will let Olive know of any concerns in their group so that she can inform the Leadership Team.



**Olive Overton**  
Leadership Team  
*Oversight of Pastoral Work*

28 Broad Views  
Great Lumley

0191 389 2965  
olive.overton@yahoo.co.uk

## **CHILDREN AND YOUNG PEOPLE'S WORK**

Joanne Fearn is the youth co-ordinator for the church. The youth groups in the church have pastoral care for their groups and should work with the youth co-ordinator who should be kept informed of what is happening in each group. Joanne will report to the leadership team about every 6 weeks to give an overview of what is happening in the youth sections.

Each section should:

- pray for the youth in their group
- inform Brigitta and Joanne if there is a special need for a young person or they need a visit from Brigitta or Joanne
- Keep a record of membership of groups
- Inform Joanne of names, addresses, etc so that a central database can be kept and updated
- Be responsible for pastoral visits and cards for the young people in their group

## **BAPTISMS**

Gail Kennedy is appointed as the Baptism secretary and is responsible for:

- keeping a record of all baptisms in the church
- ensuring that contact is maintained with the family
- presenting the baptism certificate at a service taken by the Minister

## **COFFEE AND CHAT**

Representatives from each home group, youth section and pastoral visitors, are welcome to come along any Monday morning for coffee and chat at 10.15am.

Anyone who would like to contribute to the pastoral ministry of the church would be welcome at our coffee and chat.