

1. **Qualifications:**

- a. **Character/Doctrine:** The Visitation Caregiver shall exhibit godly character and Christian living fitting for a follower of Christ. They must be or become a member of the church, meeting the parameters in Article IV of the Church Constitution. This person shall also have a genuine interest in and love for the church and support its discipleship mission of “becoming fully devoted followers of Jesus together.” This person should feel a sense of ministry calling to the elderly.
- b. **Education:** Some college education is preferable. Any training in health care is helpful.
- c. **Experience:** The Visitation Caregiver needs to have learned how to spend time with others listening to their thoughts, fears, and hopes. They need the ability to express understanding of others’ situations, the willingness to pray with those individuals, and the wisdom to take practical steps to help them in their needs. A flexible schedule and personality will be important. They also need to know how to appropriately mobilize others in visitation ministry.

2. **Principal function:** To support the church’s discipleship mission to our elderly, hospitalized, and those who find it difficult to leave their homes.

3. **Accountability:**

- a. Responsible to the Lead Pastor and report occasionally to the Elder Board.
- b. Provide an annual report to the congregation.
- c. Establish and maintain cooperative and effective working relationships.
- d. Have an annual performance review with the Lead Pastor.
- e. Work up to 15 hours per week.

4. **Ministry responsibilities listed in order of priority**

(Understanding that some work may be delegated to others, the ultimate accountability for assuring that the following responsibilities are implemented rests with the Visitation Caregiver.)

a. **Personal visitation**

- i. House calls on the sick, elderly, or those who find it difficult to leave their homes.
- ii. Hospital calls.
- iii. Represent the E-Free Church in a positive way to those you visit and vice versa.
- iv. Occasionally coach families in the care of their aging family members.
- v. Visit those receiving end-of-life care and attend funerals as available.
- vi. Arrange meals for those who’ve been recently hospitalized or lost a loved one.
- vii. Arrange meals and a gift for all newborns or adoptions in the church.

b. **Organize visitation**

- i. Equip others in visitation ministry.
- ii. Coordinate suggested visits with the pastors and elders.
- iii. Keep records of visits, contact information, and ministry expenses.
- iv. Inform the Lead Pastor of urgent or essential visits he should make.
- v. Coordinate occasional work projects with the Servant Team leader.
- vi. Assist with the planning of the Senior Connection lunches and social gatherings.