

Community Care Coordinator

Location: Draganesti-Olt, Romania

Ministry Description

At Hope Church Romania, we are passionate about reaching people in the local, regional and international communities for Jesus. We want to fulfill the spiritual and physical needs of the people according to the teaching and practice of Jesus Christ in Matthew 9:35-38. We accomplish this through several projects and are growing rapidly as a ministry!

We are looking for a dynamic candidate to care for the people in our congregation and community. This person will seek to meet the physical, emotional and spiritual needs of the people.

What you will do

- Engage the congregation and community through home, funeral and hospital visitation, prayer, encouragement and counseling
- Develop a system of record keeping and accountability to track visitation and schedules
- Build and facilitate a volunteer team to assist in visitations
- Compile a prayer team to provide immediate and on-going intercession
- Manage calendar of prayer requests, life events and needs within families and the community
- Initiate and maintain communication with people on current life situations and events
- Additional duties will be added as ministry grows and expands

Who you are

- Has a passion for and deep understanding of administration, relationship building, and ministry in our areas of interest
- Bilingual in Romanian preferred, but not required
- Strong experience in caring for others, counseling and mentoring
- Gifted with compassion, encouragement and exhortation
- Excellent ability to prioritize and manage a busy schedule
- Energy and excitement to involve others in building up the body of Christ
- Proficiency in Microsoft Word, Excel, Powerpoint, and Google Docs
- Ability to build effective relationships cross-culturally
- Thrive in a constantly changing but always exciting environment! Flexibility is key!