



Care & Counseling Director Job Description

“Helping people connect with God, connect with others, and connect with their purpose.”

Job Description

Role Summary

The Care & Counseling Director serves as a shepherding presence within Connection Church, offering Christ-centered emotional, mental, and spiritual support to our church family. This role provides biblical counseling, equips volunteer mentors, encourages and strengthens staff, and helps create a safe, healing environment where people experience the hope and transformation found in Jesus.

The Director carries out this ministry in alignment with Scripture and the leadership of Pastor Dave. They maintain a posture of dependence on the Lord, seeking His wisdom daily in caring for clients, mentors, and staff.

Important: *To effectively fulfill this ministry role, the individual must be a committed staff member and attendee of Connection Church.*

Qualifications

- Must be willing to make Connection Church your home church.
- Master's degree in Psychology or an equivalent counseling-related field.
- Licensed in the state of Michigan as a Limited Licensed Psychologist or equivalent licensure.
- 4–5 years of counseling experience (or equivalent) at the time of hire.
- Ongoing professional development, trainings, and state-required certifications.
- Commitment to biblical principles, spiritual maturity, and Connection Church's beliefs and culture.
- Ability to maintain strict confidentiality and uphold ethical counseling standards.
- A humble, teachable spirit with a willingness to receive feedback and pursue growth.
- A personal walk with Jesus marked by daily time in the Word and prayer, recognizing that ministry flows from dependence on Him.

Key Ministry Responsibilities

1. Shepherding Staff Care

- Provide regular check-ins, emotional support, and encouragement to staff.
- Equip staff with biblical and practical tools to maintain spiritual, emotional, and mental health.

2. Christ-Centered Counseling

- Provide individual and couples counseling, integrating spiritual guidance and maintaining all related records.
- Pray with and for clients, offering Scripture-based encouragement when appropriate.
- Oversee incoming cases, assign mentors, determine referral needs, and guide communication.

3. Mentor Ministry Leadership

- Lead, train, and spiritually support the mentor team through weekly meetings.
- Recruit, interview, and select new mentors with a focus on spiritual readiness and alignment.
- Provide care and discipleship to mentors as they serve others.

4. Support Groups Oversight

- Equip support group leaders spiritually and practically.
- Identify Christ-centered materials and curricula for new groups.
- Coordinate room reservations, promotional needs, and materials ordering.

5. Premarital Ministry

- Connect with engaged couples, shepherd them through the premarital process, and assign mentor couples.

6. Administrative & Operational Strength

- Maintain counseling files and ministry paperwork.
- Manage the counseling library and other ministry resources.
- Oversee budget use, materials purchases, and ongoing training needs.
- Coordinate counseling space scheduling and collaborate with other ministries.

7. Crisis Response & Protection

- Lead crisis situations requiring CPS, APS, or mental-health intervention, ensuring safety and legal compliance.

What Success Looks Like in this Ministry

- Clients receive compassionate, biblically grounded care and support.
- Mentors are equipped, encouraged, and shepherded well.
- Staff feel spiritually and emotionally supported in their calling.
- The ministry operates with a spirit of humility, teachability, and dependence on the Holy Spirit.