

Job Description for Local Ministry Staff (Hokkien Service)

Primary Responsibilities:

1. Provide pastoral care to various ministries of the Hokkien Congregation including the following:
 - a. Overseeing Hokkien SGM, attending monthly SGM leaders' meeting and sharing at SGM groups.
 - b. Mentoring SGM leaders for them to be able to lead on their own.
 - c. Guide and support the Caring Group and Befrienders Group leaders as they care for their members in the worship service.
 - d. Overseeing WSCS.
 - e. Prayer ministry.
2. Provide pastoral care to members of the Hokkien Congregation in the following areas:
 - a. Female members through the WSCS
 - b. Visit members (hospital, nursing home, or home-bound, etc)
 - c. Counsel church members as and when needed.
3. Arrange and teach at Hokkien Bible Class and Baptism class (both TA and TA2)
4. Provide follow-up with new Christians and pre-believers

Secondary Responsibilities:

- 1) Wake Service ministry – leading worship and provide translation.
- 2) Pulpit ministry – worship leading, praying and preaching
- 3) Other Ministries support including the following:
 - a. Church Outreach at Telok Ayer and Telok Blangah (COTA / COTB)
 - b. St Luke elder care ministry
 - c. Church Day of Prayer
 - d. Spiritual Time Out
 - e. Discipleship & Nurture (D&N)
 - f. Gospel Sunday
 - g. Advents & Lent Seasons
 - h. Any other project base events