



Position Description: Faith Community Nurse
Revised 3/28/2019

Reports to: Lead Pastor

Committee: Health Ministry

Status: Part-time; 14 hours per week

FLSA: Non-exempt

Job Summary

The faith community nurse develops and maintains an organized congregational health ministry that seeks to promote wellness of the whole person through the integration of faith and health. This role fosters the relationship between faith and health by providing congregational care to seniors and members who are ill and health promotion and education for all church members as a matter of stewardship and faith. The faith community nurse works in partnership with church staff and collaborates with church members in order to equip them to minister to each other. When needed, the faith community nurse makes appropriate referrals to community resources and/or agencies.

Essential Functions

Congregational Care/Personal Health Counseling

- Assesses congregation's health needs.
- Engages, coordinates and teaches volunteers to extend health ministry
 - Trains, coordinates and supervises a congregational care team to provide health ministry to members in need.
 - Collaborates with church committees and groups to promote a robust health ministry.
 - Engages volunteers for specific health ministry opportunities.
- Makes home, hospital and nursing home visits in coordination with pastor.
- Discusses health problems with those seeking guidance and information.
- Assesses and evaluates health concerns and provides information and compassion
- Promotes evidence-based practice in Faith Community Nursing interventions.
- Offers presence and prayer in times of crisis and celebration
- Acts as a liaison to community resources and services, providing resource options and referrals as necessary.

Health Education

- Promotes preventative health care through education, screening and assessments, highlighting awareness of the relationship between lifestyle attitudes, faith, and well-being.
- Acts as an advocate for health and healing in all aspects of the congregation's ministry, providing educational opportunities such as adult forums on health topics, Sunday school and confirmation education, health ministry bulletin board, classes on diet and exercise, and arranging for guest presenters that tap into the expertise/vocations of congregation members and the community.

Other responsibilities:

- Participates in weekly planning sessions with staff and at scheduled retreats.
- Meets regularly with Health Ministry Committee
- Fosters relationships with other professionals in health ministry, church staff, faith community members, and the general public. Networks with other faith community nurses.
- Persons directly supervised: volunteers in health ministry
- Provides yearly written summary report to congregation for the annual meeting.
- Assists with church-wide health and safety requirements.
- Maintains thorough, confidential records of client visits following HIPAA guidelines.

Note: The clients' records remain the property of the Faith Community Nurse (FCN), not the church. It is the decision of the nurse who documented these records whether or not they are to be turned over to a replacement FCN upon leaving the position. The FCN may also turn over records to the client. Ideally, all client records are kept for 7 years in a locked, password protected file system for protection of privacy (HIPAA).

- The Faith Community Nurse is a mandatory reporter for vulnerable adult and child protection under Minnesota law.

Minimum Qualifications:

- Licensed as a Registered Nurse in the State of Minnesota (required)
- Baccalaureate degree in nursing (preferred)
- Current CPR certification (required)

- Previous parish nurse experience/ completed endorsed Parish Nurse/FCN Program (preferred)
- Outstanding abilities in teaching individuals and groups (required). Background in teaching and/or community health (preferred).
- Excellent oral and written skills (required)
- Deep faith in Jesus Christ, and commitment to a healing ministry as understood by the Lutheran Church (required)
- Ability to drive and have access to a car; requires current driver's license and auto liability insurance (required)
- Pass criminal background check (required).
- Maintains personal, professional liability insurance
- Computer fluency, including Microsoft Office Suite (required)
- Proof of above certifications, coverages and licensures will be provided to the church on an annual basis

Working Conditions and Physical Requirements

- May be exposed to infections and contagious disease
- Occasionally irregular hours
- Manual dexterity and mobility
- Frequent standing, bending, sitting and walking. Occasional lifting, pushing, pulling
- Requires near acuity; ability to see clearly at 20 inches
- Adequate hearing for verbal communication

Core Competencies:

- **Mission Ownership:** Demonstrates understanding and full support of the mission, vision, values and beliefs of Peace Lutheran Church. Can teach those values to others. Assists Health Ministry committee to identify their unique part of the mission and vision.
- **Biblical Knowledge:** Able to discuss the Bible as it relates to daily life and health.

- **Interpersonal Skills:** Demonstrates the ability to lead others. Demonstrates the skills of active listening and openly accepts criticism. Productively engages and resolves interpersonal conflict. Holds others accountable in a spirit of love. Engages people positively, with a demeanor of optimism and abundance.
- **Team Building Skills:** Contributes to staff team, volunteer teams and others in the process of sharing best practices, identifying and solving common problems. Works with leaders to regularly assess the health of teams and groups. Recognizes dysfunctional team behavior and redirects it into functional behavior.
- **Management Skills:** Understands his/her leadership styles and adapts leadership behaviors to meet the needs of the situation. Delegates, empowers and holds other accountable. Marshals resources (people, funding, material, support) to get things done.
- **Leadership Development:** Is a good judge of talent and spiritual giftedness. Can accurately project how people are likely to perform in a variety of settings. Encourages persons to use their gifts by appropriately challenging them and helping them develop their leadership skills.
- **Attention to Detail:** Consistently attends to the many small pieces which must be assembled into an organized whole; follows up on missing or out of balance items; resolves unanswered questions; keeps the larger picture in mind while tending to the smallest of details.