



Job Title: Pastoral Lead
Hours: Part Time or Full Time (both will include Sunday working)
Salary: £25,000 - £30,000 (FTE)

At **LGCC** our vision is simple yet life-changing — to lead and connect people into a growing relationship with Jesus. Everything we do flows from this heartbeat and is shaped by our four core values:

Connect with Family – building authentic community where everyone belongs.
Grow in God – creating space for spiritual growth and transformation.
Serve Others – discovering purpose through serving and loving others.
Influence Your World – living out faith in everyday life and sharing the hope of Jesus.

We are **a vibrant, multi-ethnic church** gathering around 600 people every Sunday, and part of the Elim Pentecostal Churches, a movement of around 500 churches across the UK. Our style is Pentecostal — we love the presence of the Holy Spirit and are passionate about seeing lives transformed by Jesus.

At LGCC, we believe the Church is a family that functions as a body, where every person has a place to belong and a role to play. Our heart is that everyone would be *known by someone and needed* — with their unique gifts and talents released to make a difference.

The Pastoral Lead role sits at the heart of this vision. It is a key leadership position designed to help create and sustain a culture of care and discipleship throughout the life of the church. Working closely with the Pastors and wider team, the Pastoral Lead will bring both spiritual maturity and strategic strength — helping to build the systems, structures, and teams that ensure pastoral care happens naturally and sustainably across every area of church life.

This person will have a passion for people and for seeing lives transformed through connection, community, and Christ-centred growth. They will train and release others to care, ensuring that LGCC never becomes reliant on one person, but that care is shared across teams, ministries, and Connect Groups.

The Pastoral Lead will also play an integral role in shaping culture and contributing as a key strategic voice to the Pastors, being involved in wider church planning and event delivery — ensuring that pastoral care, connection, and discipleship remain at the heart of all that we do.

Together, we long to see a church family that reflects the love of Jesus — a place where people are known, cared for, and equipped to live in freedom and fullness in Christ.



Introduction to Role

LGCC is a growing, vibrant church with a passion to see people encounter God, grow together in faith, serve others, and reach wider with the gospel. We are looking to appoint a Pastoral Lead who will play a key role in shaping and sustaining a culture of care across the life of the church.

This role can be **full-time or part-time** (minimum of 24 hours per week) and offers the opportunity to combine a heart for people with a strategic, organisational approach. The right person will have deep Christian maturity, experience in pastoral care, and the ability to establish systems and structures that equip leaders and teams to care well.

There will be an opportunity for this to be discussed further during the interview process.

Role Specification and Purpose

The Pastoral Lead will carry strategic responsibility for developing and sustaining a culture of care at LGCC. This means building structures, equipping leaders, and embedding values that ensure pastoral care is not dependent on a single person but flows naturally through the life of the church. The role is about shaping both the *people side* of care (relationships, prayer, support) and the *process side* (systems, training, pathways) so that LGCC remains a safe, caring, and discipling community as it grows.

Working closely with the Pastors, the Pastoral Lead will:

- Build and release a culture of shared pastoral care that empowers leaders, teams, and Connect Groups to care well.
- Ensure care is delivered with wisdom, compassion, and accountability through strong systems and structures.
- Support and strengthen the life of our Connect Groups and ministry teams, embedding pastoral care and discipleship into our communities.
- Help newcomers and existing members integrate into discipleship pathways, ensuring that everyone has opportunities for care, growth, and belonging.

This role is both relational and strategic, combining hands-on pastoral care with the development of processes that sustain care across the whole church. The Pastoral Care Leader will also play an integral role in shaping culture, contributing as a key strategic voice to the Pastors, and being actively involved in wider church planning and events, both strategically and operationally.

Pastoral Care

- Recruit, train, and release volunteer teams so care is shared, not centralised.



- Oversee and coordinate Pastoral Care requests, ensuring appropriate follow-up and communication with the Pastors.
- Lead care team meetings, ensuring clarity of actions and accountability.
- Maintain systems for tracking care, safeguarding, and signposting to professional support when needed.
- Support or act as part of the church's safeguarding team.
- Exercise wisdom and discernment in matters of confidentiality.
- Communicate regularly with the church family about areas for praise and prayer, sharing updates that encourage celebration and ongoing prayer.

Connect Groups

- Support Connect Group and ministry leaders in embedding care into their groups.
- Develop induction and training pathways for new Connect Group leaders.
- Keep group information up to date on Church Suite and other platforms.
- Organise gatherings for group leaders for encouragement, accountability, and training.
- Work with the Pastors to identify new groups, emerging leaders, and potential cluster structures as the church grows.
- Assist in running welcome lunches and newcomer integration events.

Integration & Pathways

- Help newcomers find their place in LGCC through connection, community, and discipleship opportunities.
- Ensure discipleship pathways (e.g., Alpha, courses, serving opportunities, groups) are communicated and accessible.
- Monitor engagement and follow up with those at risk of becoming disconnected.

Occupational Requirement

This post carries an Occupational Requirement under the Equality Act 2010 on the grounds of religion and belief. Candidates applying must be able to demonstrate a Christian belief and value system in line with [Elim Pentecostal's statement of faith](#).

Ministry Involvement & Expectations

It will be an express part of your role as a staff member to be actively involved in the ministry of Letchworth Garden City Church, which includes attendance at services and special events, including involvement in an adult Connect Group.



Eligibility to Work in the UK

The job holder must be able to provide evidence of their eligibility to work in the UK prior to appointment and for the entire duration of employment.

DBS Clearance

The job holder will be required to obtain and maintain satisfactory DBS enhanced clearance for the duration of employment.

- END -



Personal specification: Preferred experience, qualifications and competencies

Essential

- A committed Christian with spiritual maturity and integrity.
- A lifestyle that reflects a growing relationship with Jesus, rooted in prayer, Scripture, and worship.
- Demonstrated experience in pastoral care, ideally in a church context.
- Proven leadership skills with experience in leading people, building teams, and releasing others into ministry.
- Proven ability to build and lead teams, developing others to care well.
- Strong organisational skills, able to establish and manage systems and structures effectively.
- Excellent communication skills – both relational and administrative.
- Knowledge of safeguarding and safer recruitment practices.
- Wisdom and discernment in handling sensitive situations and conflict.
- Committed to LGCC's vision and values, with a heart for people and community.
- Competent in administration and digital tools (e.g., Church Suite, Microsoft Office).
- Holds a valid driving licence and has access to transport.

Desirable

- Experience in training and equipping leaders.
- Experience in integrating newcomers into discipleship and community life.
- Creative thinking with the ability to strengthen and develop systems that release care and discipleship.
- Familiarity with the Elim movement and a passion for the wider church.