

# Seniors Services Coordinator

Location: First Baptist Church of Plant City, Florida

Date Posted: May 1, 2024

Posting Closes: May 15, 2024

Send Resumes to: Pastor Bryan Hunsaker at [bhunsaker@fbcpc.com](mailto:bhunsaker@fbcpc.com)

## Job Description

Do you have a desire to serve Senior Adults in the context of the Christian worldview? Do you want to be a part of the launch of a new and innovative arm of the First Baptist Church of Plant City (FBCPC) *Senior Adult Ministry*? Do you have the skills and experience to effectively and compassionately link Senior Adults with the myriad of needed resources and services to assist them (and their families) to age with dignity, bringing glory to God?

As the FBCPC Seniors Services Coordinator you will interact with the Senior Adult members of the church and affiliated community members in order to provide consultation and assistance in determining needs, requesting support, and linking members to local, state, and federal programs, agencies, and organizations that serve Senior Adults.

### ***A day in the life of the FBCPC Seniors Services Coordinator***

You will work alongside the Pastor to Senior Adults, the other ministerial staff, and the church support team members to show the love of Jesus and to provide technical expertise to help Seniors manage the life changes experienced as they age. You will meet with Senior Adults and their families in an office environment as well as in their homes to educate, coordinate, and to provide consultation on the planning of life stage changes. You will also be given the opportunity to assist in hosting Senior Adult Ministry events held to equip, engage, and energize the church in the care of our most experienced disciples.

In the role of **Seniors Services Coordinator**, you will have the opportunity to:

- Maintain your personal relationship with Jesus Christ and be an effective witness for Him.
- Develop relationships and partnerships with multiple agencies and nonprofits in the area to help provide services for Senior Adult members of the church.
- Link and develop ongoing educational programming, wellness presentations and on-site events for Senior Adult church members that enable, empower, and promote dignified aging in the context of a Christian worldview.

- Demonstrate a working knowledge of federal, state, and local resources, including entitlement and means-tested programs available to Senior Adults.
- Provide information on available resources to church members, their families and representatives that are targeted to meet service needs requested and directed by the Senior Adult member to enhance their ability to age with dignity and constantly grow in their faith.
- Develop and maintain a resource directory for publication to the church.
- Within means, serve as a liaison with medical and professional services providers, and community agencies and/or upon request and/or authorization from the Senior Adult member or his/her legal representative.
- Report abuse, neglect, or exploitation of a Senior Adult member in accordance and compliance with appropriate state and local statutes and in accordance with standards of ethical practice.
- Provide limited case management when requested and authorized by the Senior Adult member.
- Maintains historical records, evaluates trends, and identifies gaps in service coordination needs regarding assisting Senior Adult members to inform future planning, programming, and budgeting.

## **Qualifications & Experience**

- **Church Membership:** Be a Member of First Baptist Church of Plant City (in good standing) preferred. Member of local SBC-affiliated church may be considered.
- **Sharing Your Faith:** Be able to share a Christian testimony with others and share the Gospel of Jesus Christ at any time in the execution of their duties as the Lord provides opportunity.
- **Formal Education:** 4-yr (minimum) degree from an accredited college/university preferred. Additional training, certifications, and licensure in social work and/or gerontology preferred.
- **Experience:** A minimum of five years of experience providing services, consultation, counseling, and/or direct case management of Senior Adult clients and their families. Experience with clients from various socioeconomic statuses, ethnic backgrounds, and points of need is preferred.
- **Communication:** Excellent speaking and writing abilities in English required. Some proficiency in Spanish is preferred.

- **Emotional Intelligence:** Displays a confident and professional persona while always demonstrating humility, empathy, helpfulness, and patience in the resolution of various issues and conflict.
- **Organization:** Displays excellent organizational skills, time management skills, and a keen ability to creatively solve complex problems associated with the linking of appropriate resources to address Senior Adult life stage changes. Demonstrated ability to plan and coordinate projects and events in support of the Senior Adult Ministry.
- **Teamwork:** Demonstrates a positive attitude and a motivated willingness to serve the Lord in a way that is in keeping with the Holy Scriptures as well as the published standards for FBCPC church employees.
- **Technology:** Proficiency in the use of computers, smartphones / applications, email, office phone systems, and database systems required. Specifically, experience and demonstrated proficiency with the common Microsoft suite of applications (Word, Outlook, PowerPoint, Excel) is required.

**Job Location:** First Baptist Church of Plant City, Florida; Office will be located at 503 North Palmer Street Plant City, Florida 33563 and/or 3309 J. L. Redman Pkwy Plant City, FL 33566.

**Type:** Full-Time

**Language Requirement:** Fluency in English (required); Spanish ability (preferred)

**Travel Expectations:** In / Around the local Plant City, Florida area and to FBCPC members' homes in the region (as required)

**Benefits:**

- Competitive Salary
- Medical and prescription insurance
- Dental & vision insurance (optional, at employee expense)
- Life insurance (100k Life, ADD, long-term and short-term disability insurance)
- Retirement savings plan (*Guidestone*)
- Cell Phone Expense Reimbursement
- 10 paid holidays
- Paid vacation/personal days
- Paid sick days

***First Baptist Church of Plant City Mission Statement:*** We exist to lead people beyond just good enough to experience "L.I.F.E." in Christ and we do this by helping you to Worship, Grow, Serve, and Reach. **L** - Loving God and Others, **I** - Investing in the Kingdom, **F** - Faithfully Sharing, and **E** - Engaging in Service