

# 16 — Director of Biblical Counseling

Mayflower Church Position Description | **16 — Director of Biblical Counseling**

Staff Position

## Role Summary

<b>Purpose</b>	Direct and provide the church's biblical counseling ministry, offering Christ-centered, Scripture-saturated care to individuals and families facing personal, relational, and spiritual struggles, while developing a sustainable counseling culture within the congregation.
<b>Accountable To</b>	Senior Pastor and Board of Elders
<b>Term of Service</b>	Ongoing part-time paid position (15 hours per week); subject to annual review and contractual terms as established by the Servants Council
<b>Selection Process</b>	Recruited by the Senior Pastor with the approval of the Board of Elders and Servants Council; hiring directed by the Servants Council per Bylaws Article II, Section B, Item 4(c)(9)
<b>Time Commitment</b>	15 hours per week (part-time paid position); schedule coordinated with the Senior Pastor to accommodate counseling appointments, training sessions, and ministry planning

## Qualifications

Must be a Church Member in good standing who affirms the Statement of Faith and Church Covenant. Must hold formal training or certification in biblical counseling (e.g., ACBC certification, CCEF training, or equivalent). Must demonstrate a mature, growing walk with Christ and a compassionate heart for people in crisis. Strong interpersonal, organizational, and written communication skills required. Must exercise the highest degree of discretion, confidentiality, and ethical integrity. Prior experience providing biblical counseling in a church or parachurch setting

preferred.

# Key Responsibilities

- Provide direct biblical counseling to church members and regular attenders dealing with personal, relational, marital, family, grief, and spiritual struggles, maintaining a regular counseling caseload within the 15-hour weekly schedule
- Develop, implement, and maintain biblical counseling standards, policies, and procedures that ensure all counseling is grounded in Scripture and consistent with the church's Statement of Faith
- Recruit, train, and supervise lay biblical counselors, building the church's capacity to provide one-another care and discipleship-oriented counsel
- Screen, assess, and assign counseling cases, ensuring appropriate matching between counselees and counselors based on the nature and severity of the issue
- Maintain strict confidentiality in all counseling matters, keeping appropriate documentation and case records in accordance with best practices and any applicable legal requirements
- Collaborate with the Senior Pastor and Board of Elders on pastoral care strategies, crisis response, and situations that may require elder involvement or church discipline processes as outlined in the Bylaws (Article I, Section A, Item 4)
- Maintain and develop referral relationships with licensed professional counselors, therapists, and psychiatric providers for cases requiring clinical intervention beyond the scope of biblical counseling

# Training & Support

Support the church's Biblical Conflict Resolution and Restoration process (Bylaws Article I, Section A, Item 4) by providing mediation support, counseling for parties in conflict, and guidance to the Elders when requested Coordinate with Bible Fellowship Group leaders and Deacons to identify and respond to congregational care needs, providing a bridge between small group pastoral care and formal counseling services Pursue ongoing professional development in biblical counseling through conferences, continuing education, and engagement with organizations such as ACBC, CCEF, or BCC TRAINING & SUPPORT Church provides dedicated counseling space, administrative support through the Church Secretary, budget for counseling resources and professional development, and regular supervision and collaboration with the Senior Pastor. The church supports the Director in maintaining or pursuing ACBC certification or equivalent biblical counseling credentials.

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*A signed acknowledgment is required when a member accepts this role.*

*The source .docx (including signature block) is attached to this page.*

*Position Descriptions | Mayflower Church | April 2026*

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