# Associate Pastor w/emphasis (Full-Time)

Job Description

### Principal Function

The Associate Pastor will support the Senior Pastor in shepherding, teaching, and caring for the church family. As Associate Pastor he will primarily focus on assisting and implementing the needs of the church, as directed by the senior pastor. He will give oversight and leadership to particular ministries within the church depending on his personal strengths and spiritual gifting.

For the full-time position he will also *either* be the worship pastor *or* Student pastor as well.

### Qualifications for the Position

The Associate Pastor must be a person who gives evidence of God’s calling to the specific vocational ministry for which the congregation is calling him. A bachelor’s degree from an accredited university or college will be minimally required although a Theological degree is preferred. The Associate Pastor must be exemplary in lifestyle and personal habits. He must demonstrate expertise, experience, and/or specialized training in the areas to which he is being called. He will seek to develop and exercise those gifts and abilities through which God prepared him for ministry.

### Requirements of the Position:

**Associate Pastor:**

1. Lead in the professional development of support staff through regular meetings and guidance.
2. Coordinate and communicate the work of the church ministry teams and assist the ministry team leader in fulfilling the team’s purpose/goal.
3. Be available to respond to issues of crisis and provide pastoral care for the church and community.
4. Assist the senior pastor in preaching and teaching ministries as needed.
5. Fill in preaching on Sunday mornings 4-8 times each year.
6. Be available to the Senior Pastor to assist him in the accomplishment of his ministries. Perform additional duties as assigned by the Senior Pastor.

**Student Pastor (Emphasis):**

1. Plan and coordinate an overall comprehensive plan for student discipleship, evangelism and fellowship through the church.
2. Plan and coordinate special youth events, camps, and retreats.
3. Develop relationships with students, leaders, and parents to encourage them in their Christian walk.
4. Encourage development and inclusion of the student ministry within the church body as a whole.
5. Prepare and coordinate annual student ministry budget requests. Administer the annual budget as designated for youth/recreation ministries.
6. Perform ministry duties along with other staff members, including hospital visits, and new member and prospect visitations. Participate in all staff meetings.
7. Be available to the senior pastor to assist him in the accomplishment of his ministries.

**Worship Pastor (Emphasis):**

* + - 1. Serve as a spiritual leader of the church, especially as it pertains to the areas of worship ministry.
			2. Provide personal discipleship for all members of the band and a/v team.
			3. Plan the weekly set lists of songs that our church family will sing together.
			4. Provide personal training for all musicians and tech volunteers.
			5. Schedule and lead all volunteer musicians and vocalists to lead worship.
			6. Schedule and lead all A/V team volunteers (sound, ProPresenter)
			7. Act as lead manager of all sound booth equipment including all instruments, sound equipment and ProPresenter.
1. Be available to set-up sound system for any church events throughout the year (block parties, etc.)
2. Be available to lead musically during any special services (Good Friday, Candlelight service, etc.)

***Job details***

1. The full-time position will either be an Associate/Worship Pastor or an Associate/Student Pastor. If we were to hire a full-time Associate/Worship Pastor, we would then hire a part-time youth minister. If we were to hire a full-time Associate/Student Pastor, we would then hire a part-time worship minister.
2. Other specific job requirements will depend on and be adapted by the personal strengths and spiritual gifts of the individual.
3. A background check must be passed before the job will be granted to any individual.
4. Although hours will vary and flexibility will be necessary, the full-time Associate Pastor should work 40 hours per week, whether in the office, services, groups, meetings, visits, etc...