

New Covenant Presbyterian Church (Monroeville, PA)

Assistant Pastor of Family and Youth: Job Description

Purpose

To build relationships with families in the church for the purpose of strengthening bonds and fostering mutual care and support. These relationships should provide a context for equipping parents, discipling children and youth, and supporting the overall mission of the church. The primary focus is to be on small group gatherings and activities.

Accountability

The Assistant Pastor is directly accountable to the pastor, will report regularly to the Session, and will work closely with the Discipleship committee.

Time Requirements

This is a full-time (minimal of 40 hours per week) exempt salaried staff position.

Responsibilities

1. Ministry to Families – build healthy and productive relationships with and among our families to promote discipleship, fellowship, and opportunities for mutual ministry
2. Leadership Development – Participate in Sunday School leadership and all youth groups. Identify, recruit, train and mentor Sunday school instructors and youth volunteers.
3. Programs– Programs are not the primary focus of this position but may develop as needed out of relationships and gatherings.
4. Administration – a) maintain on-going communications with Session, the church staff and the Discipleship committee, b) create routine communications for the congregation regarding ministry offerings, programs and schedules and c) attend Session meetings and Discipleship committee meetings, as appropriate.
5. Other duties (e.g. preaching) as assigned by the pastor and/or session.

Qualifications

- Ordained or soon to be ordainable in the PCA.
- Our preference would be for a married man whose wife is supportive of this ministry.
- Criminal and Child Abuse background clearance, within the last twelve months.
- Credit history will be checked.

Contact Information

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