



JOB DESCRIPTION

TITLE: Bilingual Pastoral Intern (Hispanic Ministry Director)
REPORTS TO: Harry Long
POSTED: May 2018 (rolling applications)

POSITION SUMMARY

This position exists to develop pastoral talent with an emphasis on meeting current ministry needs at Sycamore Presbyterian Church (SPC) and church planting. Senior Pastor Harry Long oversees the overall internship program, and the intern will interact regularly with Asst. Pastor Marty Cates as well. Our goal is for the intern to gain experience in ministry serving as the Hispanic ministry director while pursuing a MDiv or MaBTS through an approved seminary or program such as LAMP.

In the first year, this Pastoral Intern will primarily serve in the Hispanic ministry: assisting with planning, preparing, hosting, leading ministry endeavors working closely with pastoral leadership and other ministry staff. Other regular experiences include attendance at conferences, church retreats, staff training, presbytery meetings, as well as one-on-one mentorship with the pastoral staff.

Subsequent years will be designed to address specific growth areas in the intern in addition to leading the Hispanic Ministry. Our goal would be to use the gifts of the intern to enhance the broader ministry of SPC.

ROLES AND RESPONSIBILITIES

The Pastoral Intern will assist the pastoral team and session with the development and implementation of a strategic plan to minister more fully to our Spanish speaking congregants. The intern's primary objective is to serve, observe, and learn best practices in pastoral leadership and care. This will be accomplished through the following responsibilities:

- Assist in providing shepherding to the Hispanic population in the congregation.
- Plan, organize, and lead outreach efforts into the Hispanic community with the assistance of those who are already a part of our congregation.
- Lead a Spanish Bible Study.
- Regularly teach Sunday school.
- Provide fellowship opportunities for the Hispanic congregation.



- In conjunction with ministry staff plan, organize, and execute ideas to build relationships between the English speaking and Spanish speaking portions of the congregation.
- In conjunction with Pastoral staff plan weekly Spanish worship service.
- Help plan our quarterly bilingual services.
- Assist the Deacons in administering mercy and justice ministries in the Hispanic community.
- Complete other duties as assigned by the Senior Pastor and Assistant Pastor

GOALS AND OBJECTIVES

Annual goals and objectives to be completed by intern and supervisor to include progress toward completion of the James River Presbytery internship requirements.

POSITION REQUIREMENTS

Qualifications

- Sinner saved by grace
- Vibrant Spirit-empowered relationship with God through Jesus Christ
- Humble and teachable leader that is committed to serving others
- Passionate about the vision and philosophy of SPC
- Instincts and ability to embody SPC's sta□ culture
- Demonstrated leadership potential, e□ective people skills, and ability to gather people
- Bilingual, comfortably conversant in English and Spanish.
- A Love for the Hispanic community
- Interest in pursuing ministry as vocation with gifts/interests in preaching and evangelism
- Affirm the doctrine of the PCA as found the Westminster Standards and Book of Church Order

FURTHER INFORMATION

Further Development Resources

- Regularly meet with Frank Matthews, Dir. of Hispanic Leadership Development for the James River Presbytery, for spiritual growth, ministry planning, and leadership development
- Education expense account to encourage the pursuit of a seminary education



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Compensation

- Salary is in accordance with established SPC Pastoral intern compensation policy. (\$1200-1750/monthly stipend)
- Room and Board
- Benefits (Health, Vacation, Ministry Expense, Cell Phone Allowance)

This position begins as soon as the right candidate is chosen (rolling applications) and is a full-time internship in conjunction with up to 8 hours (3 classes) per semester (plus winter/summer terms) at an approved Seminary or equivalent program such as LAMP.

Hiring Process

- Applicants will be asked to submit resume
- Applicants will be asked to supply at least three references
- Applicants must be able to pass a police background check
- Applicants will be asked to submit to process consisting of interviewing with Pastoral Team and Search Team.

If Interested please submit a resume including references and a cover letter including your testimony to mcates@sycamorepres.com.