

## **ASSISTANT PASTOR OF DISCIPLESHIP & CHURCH PLANTING JOB DESCRIPTION**

**General:** Christ Presbyterian Church desires to plant Gospel alive and outwardly facing reformed churches in the central Texas area and beyond. To that end, we desire to employ and train qualified men as assistant pastors for up to three years before sending them to plant a new church.

**Position Summary:** The Assistant Pastor is responsible for leading the community group and assimilation ministries of CPC and giving oversight to youth ministry. Additional shared responsibilities as directed by the Session through the Senior Pastor include: preaching, teaching, shepherding, evangelism, counseling, worship leadership, assistance in leadership development and session/presbytery participation.

Leading these ministries involves embracing the vision and values of CPC and helping staff and volunteer leaders carry out their ministry responsibilities in our local context in light of CPC's vision and ministry values. The Assistant Pastor's role of recruiting, equipping and encouraging leaders and volunteers is essential to the success of this kingdom work of discipleship.

### **Essential Duties:**

- A. **Community Groups:** The Assistant Pastor will lead the CPC community group ministry by selecting, training, resourcing and encouraging CG leaders.
- B. **Assimilation:** The Assistant Pastor will give leadership to the assimilation processes that are designed to incorporate new visitors into the life of the church and to incorporate existing members into active service in the church. Responsibilities include: tracking visitors, coordinating new members class, spiritual gifts inventory, and aligning ministry opportunities with gifted membership
- C. **Youth Ministry:** The Assistant Pastor will give oversight to the staff and volunteers who lead the youth ministry. Oversight is to include resourcing, equipping and encouraging leaders in their discipleship role.
- D. **Church Planting Preparation:** The Assistant Pastor will seek to gain understanding and expertise in the broad concept of church planting and development through focused experience in:
  - **Pastoral Leadership**— engage the church and the community through evangelism and discipleship strategies that encourage growth in Gospel life.
  - **Ministry Support** - provide resourcing, spiritual guidance, shepherding, and encouragement to CPC Ministry Leaders; learn and develop skills for ministry planning, development, and operations.
  - **Church Operations** - develop and understand various models for the management and operations of church programs, activities, facilities, and financing.
  - **Worship Service Support** - plan, resource, participate, evaluate, and provide feedback as directed by the CPC Senior Pastor.

**Qualifications:**

- Demonstrated commitment to live as a disciple of Christ and grow in grace
- Demonstrated commitment to see others come to know Christ and grow in grace
- Demonstrated commitment to Reformed doctrine and Presbyterian government as defined in the Westminster Standards and the PCA Book of Church Order
- Completed seminary degree in a recognized Reformed seminary
- Ability to effectively communicate Biblical truth in gracious ways and to apply the truth of scripture to all of life
- Ability to build relationships with individuals and families within the church and in the larger community across age groups, income brackets, and diverse cultural backgrounds
- Ability to embrace the current vision and mission of CPC and to contribute to the working out of this vision and mission in the ministries of the church
- Ability to set goals consistent with the vision and mission and to motivate others to work towards them
- Ability to (in collaboration with staff, volunteer leaders and other members) develop and carry out action plans within the constraints of available resources.

**Reporting and Accountability:** The Assistant Pastor is an employee of CPC, selected and hired by the CPC Session. As directed by the Session, the Assistant Pastor reports to the Senior Pastor in the conduct of day-to-day activities and is accountable for performance of assignments, personal conduct, and professional development. The Assistant Pastor is also responsible for assignments given to him by the Session and periodically, as directed by the Session, provides progress reports to them.

**Performance Evaluation:** The Assistant Pastor is reviewed no less than semi-annually; and for the first year of employment, quarterly by the Session and/or the Session designees. The evaluation criteria is provided in advance to the Assistant Pastor. The results of the evaluation will determine the conditions and contingencies of continued employment, as well as any direction or redirection in the Job Description of the Assistant Pastor.

**Compensation:** Commensurate with position and experience

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