



Assistant Pastor/ Spiritual Life Director – Full Time
Job Description – Final

Reports to:

- Senior Pastor

Secondarily Supervised by:

- Head of School for duties as Academy Spiritual Life Director
- Upper School Head for Academy teaching responsibilities

Purpose:

The man holding this position may be called upon to perform any of the duties of a Minister of the Gospel as those duties are assigned by the Senior Pastor. In addition, and in collaboration with the Head of School, he will strive to ensure that SouthLake Christian Academy fulfills its Christian mission to educate and discipline students “in all aspects of God’s reality.” He will provide leadership and oversight of spiritual life programming in the Academy and take care to maintain Biblical integration and consistency with the Westminster Standards in all areas of instruction. He will ensure that students are exposed to the gospel and help them learn values, skills, and behaviors that reflect the teachings of Christ. His pastoral care should extend to all members of the SouthLake community, including both church and Academy.

Qualifications:

- M.Div. or MA in Theology or Biblical Studies, or advanced degree in related field
- Teaching Elder in the Presbyterian Church in America (or ordainable as such)
- 3-5 years of ministry experience in a church or educational environment
- Vibrant personal faith and active involvement in a local church
- Enthusiastic commitment to the mission of Christian education
- Unwavering support for the SouthLake Christian Academy Statement of Faith
- Teaching experience preferred

Responsibilities:

- Preaches and conducts church worship services as assigned by the Senior Pastor
- Provides pastoral care for the church congregation in coordination with the Senior Pastor and ruling elders
- Teaches as assigned in any of the discipling ministries of the church
- Promotes and models evangelistic outreach as is becoming a Minister of the Gospel
- Assists the SLCA Bible Department in developing curriculum and teaching Bible systematically, ensuring content is consistent with the Westminster Standards.
- In consultation with the Head of School and Division Heads, plans, coordinates and/or conducts weekly chapel services.
- Oversees and serves as an advisor for school worship teams, working with the Director of Fine Arts to identify and mentor qualified student leaders

- Supports and develops opportunities for students in all grades to engage in missions and service locally, nationally, and internationally when appropriate
- Provides leadership and oversight for student spiritual life organizations
- Assists with planning and execution of annual spiritual life events such as retreats, Missions Week, service projects, and the senior mission trip
- Conducts or otherwise provides for weekly faculty devotions and other opportunities to foster spiritual growth and professional development among the Academy faculty and staff
- Provides appropriate support for the Upper School Head, Dean of Students, and teachers dealing with student conduct and spiritual and mental health issues
- Maintains effective communication with teachers and administrators to assess spiritual climate of the Academy and provide resources to address emerging spiritual needs
- Works collaboratively with the Senior Pastor and elders of SouthLake Presbyterian Church to identify Academy needs, ministry possibilities, and partnership opportunities
- Teaches Bible, speaks to large groups, and preaches at chapel on a regular basis
- Other responsibilities as assigned

Working Conditions and Physical Demands:

- Sit, stand, balance, stoop, kneel, crouch, and/or walk for extended periods of time
- Lift and move up to 20 pounds
- Frequently move to multiple campus buildings and travel off campus
- Exhibit dexterity sufficient to operate a computer with or without visual aids
- Hear and understand speech at normal classroom levels
- Speak in audible tones to be understood clearly in classrooms or amplified large group settings

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