

Assistant Pastor of Discipleship - Job Description (Full-Time)

Responsibilities *(Distinguished from the Lead Pastor of Preaching)*

1. Shepherding

- Visit high priority shepherding needs on a weekly basis
- Schedule in-person visitations with neglected or infrequent members
- Assist or officiate weddings and funerals as needed
- Counsel members in pre-marriage, marriage, and personal counseling in a biblical fashion
- Regularly pray for members of the congregation once a week
- Maintain the shepherding group ministry with the officers of the church

2. Adult Discipleship

- Organize small groups in the church appointing approved leaders and curriculum Regularly meet with the leaders and help them to effectively lead their groups
- Assist the lead pastor and session in officer training
- Lead at least one of your own men's groups and or co-ed discipleship group every year
- Be prepared to teach adult education classes as needed
- Assist lay leaders in organizing men's and women's ministries in the church
- Assist the lead pastor in organizing and leading miscellaneous events and ministries

3. Youth Discipleship

- Provide leadership oversight of Echoes Youth Ministry (6th-12th grade)
- Facilitate a weekly youth event consisting of Scripture based lessons in a fun and social environment
- Prepare and direct seasonal (quarterly) youth excursions or special events
- Be prepared to teach education classes for the youth

4. Worship

- Model public worship for the church by serving as the worship leader on a rotating schedule
- Preach expositional sermons in accordance with the lead pastor's off schedule
- Preside over the sacraments as needed

Expectations & Attributes

- Subscribe to the Westminster Confession of Faith and attending Catechisms, as containing the system of doctrine taught in the Holy Scriptures. The person must know at what points the conscience is out of accord with this standard and must make known these beliefs with valid supporting reasons
- Report to lead pastor for direct supervision which includes a weekly staff meeting.
- Must be, "above reproach, faithful to his wife, temperate, self-controlled, respectable, hospitable, able to teach, not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own family well and see that his children obey him, and he must do so in a manner worthy of full respect" (1 Timothy 3:2-4)
- Strong sense of calling toward discipleship ministry in laboring to promote the maturity, peace, and purity of the church
- Strong communication and organization skills
- Empathy, adaptability, a heart for pastoral care and shepherding
- Ability to work well under leadership and direction in an accountable team environment

Preferences

- Strong sense of call to long term supportive pastoral ministry
- A particular gift in counseling ministry with a preferable aptitude for pre-marriage, marriage, family, and personal

Qualifications

- Possess a genuine saving faith in Christ
- Possess a bachelor's degree and graduate degree from an accredited seminary
- Ordination in the PCA and if not, a desire and ability to pursue ordination in the PCA

** Contact office@newlifepresbyterian.org with a cover letter and resume. **