

Assistant Pastor of Christian Education

- Full time Salaried position, start date ASAP.
- Target Annual Salary of \$65k to \$75k
- Current level of Budgeted Allowance per year given for reimbursement of Health Insurance and Medical, Dental and Vision Insurance, and for related out-of-pocket medical expenses.
- 4 Weeks of Paid Vacation per year, as required by Central Georgia Presbytery
- 2 Weeks of Paid Study Leave (or Pastoral Retreat) per year, as required by Central Georgia Presbytery
- The Assistant Pastor reports to – and is evaluated by – the Senior Pastor.

Job Description

This position has primary shepherding and management oversight of key ministerial staff and volunteer roles including: Children's Ministry, Youth Ministry, Bible and Life Classes, Small Groups Ministry, Men's Ministry and Women's Ministry.

General Requirements:

- A follower of Jesus, seeking to grow in relationship with Him
- Commitment to the authority of Scripture and to living it out
- Full alignment with and commitment to the beliefs of the Presbyterian Church in America
- Full alignment with and commitment to the Vision, Mission, and Values of St. Andrews Presbyterian Church
- Completed Master's degree from an accredited Seminary
- Ordained or Ordainable in the PCA
- 3+ years of Ministry Experience preferred
- Experience with project/event planning
- Gifted in teaching
- Competency with basic computer software (Excel, Word, etc.)
- Regular attendance at weekly staff meetings, worship services, and all-church gatherings is expected.

Primary Responsibility: Christian Education and Ministry Oversight – 80% of Time

This position entails aiding and educating the entire church body in order that the Gospel might be proclaimed and lived, in our city. The Pastor should effectively plan and execute activities related to church-wide ministries of discipleship, and be desirous of fostering deep, heart transformation.

Working with the Senior Pastor and Session to develop an overall vision for Christian Education in our Church (Children, Youth, Men, Women, Adult Education and Small Groups), coming alongside the various ministry leaders to aid in implementing the overall church mission and vision, and helping develop a process to train and equip small group leaders and ministry team leaders in their various areas of ministry

- Planning and implementation of Adult Bible & Life Classes
- Provide direction and management oversight for all Adult, Youth, and Children's Christian Education

- Will design and implement a strategy for “vetting and certifying” Christian Education teachers (giving them the green light), at all levels. The intent here is to help us to be thoughtful and discerning about who we ask to teach at every level. Will also report on these to the Session.
- Teaching in Adult Bible & Life Classes
- Developing and implementing a process for recruiting, assimilating, training, and encouraging Small Group Leaders and the various Ministry Team Leaders, and helping coach these leaders as they build and recruit ministry teams
- Helping us think through and implement a Churchwide Educational plan for the Summer

General Pastoral Responsibilities - 20% of Time:

To flourish in this role, the Pastor should demonstrate humility and teachability, be a strong relationship builder, have experience in discipling members, know how to effectively plan and execute activities related to discipleship, and be passionate about fostering deep, heart transformation. The Pastor will need to be capable of leading other staff as well as the ability to come alongside other ministry leaders in the church and work towards a cohesive education plan.

Preaching: up to 10 times per year, as opportunities allow, needs arise and as directed by the Senior Pastor

Leading in worship as desired and as opportunities allow, at least once per month as directed by the Senior Pastor

Assists Senior pastor with logistics, organization and completing liturgy for Sunday worship, as well as helping coordinate liturgy leadership and preaching if needed from time to time

Shepherding: care for Small Group and all those entrusted to your care as directed by the Session, provide shepherding reports as needed

General Pastoral Care, Weddings and Funerals as opportunities allow, as directed by the Senior Pastor, and in partnership with the Senior Pastor

Hospital visitations as opportunities allow, and as directed by the Senior Pastor, and in partnership with the Senior Pastor.

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