Assistant Pastor

Worship, Men's Discipleship & Global Missions • Full-time

POSITION PURPOSE

The Assistant Pastor will help Rivercrest grow as a worshiping, discipling, and sent people by providing pastoral leadership to corporate worship, developing men and emerging leaders through intentional discipleship, and cultivating the congregation's participation in global missions.

The Opportunity

Rivercrest Presbyterian Church is seeking a full-time Assistant Pastor whose principal weekly responsibility will be leading and developing our worship music ministry. Rivercrest is a young and growing PCA congregation in the Lexington, South Carolina area, with approximately 240 communing and non-communing members. This position brings together musical leadership, pastoral presence, and leader development in three mutually reinforcing areas of congregational life.

The right candidate will be more than a capable platform leader. He will be a pastor who loves the local church, leads congregational singing with theological depth and musical excellence, equips volunteers for meaningful ministry, and helps people grow in worship, community, and mission.

Position at a Glance

Position	Full-time Assistant Pastor
Reports to	Senior Pastor; serves under the oversight of the Session
Primary emphasis	Corporate worship and worship-team development
Additional emphases	Men's Discipleship, Global Missions, and general pastoral ministry
Ordinary rhythm	Sunday and Wednesday evening included; Friday afternoon and Saturday normally protected

Primary Responsibilities

1. Corporate Worship & Worship Music (approximately 45–50%)

- Collaborate with the Senior Pastor in planning services that are biblically faithful, theologically rich, pastorally sensitive, and responsive to the sermon text and season of church life.
- Select and arrange psalms, hymns, and songs for corporate worship each week, cultivating a catalog that is singable, distinctly Christian, theologically reformed, and appropriate for the congregation.
- Prepare music, charts, keys, transitions, and other resources so that volunteers arrive equipped and rehearsals are purposeful.
- Lead the weekly Wednesday evening rehearsal and provide musical and pastoral leadership on Sunday mornings.
- Recruit, schedule, train, encourage, and shepherd musicians, vocalists, and other worship volunteers; develop additional leaders rather than making the ministry dependent on one person.

- Communicate consistently with the team, cast a shared vision for congregational worship, and cultivate a spiritually healthy team culture.
- Coordinate effectively with preaching, liturgy, audio/visual, ProPresenter, and other ministry areas.
- Work toward a high level of musical and operational excellence while keeping congregational participation—not performance—at the center.
- Oversee the organization of all Sunday morning worship volunteers, including A/V Team.

2. Men's Discipleship (approximately 20–25%)

- Provide pastoral and strategic oversight for Rivercrest's Men's Discipleship ministry.
- Oversee and strengthen the existing Men's Study Groups that meet throughout the week, encouraging biblical depth, prayer, fellowship, mutual care, and faithful application.
- Identify, recruit, train, and coach new and emerging leaders while caring for and supporting current Men's Study Group leaders.
- Help men find meaningful connection within a study group and develop clear pathways from participation toward service and leadership.
- Assist in planning four Men's Ministry events each year that engage men across the full spectrum of ages and stages within the congregation.
- Coordinate with the Women's Ministry Director to identify collaborative opportunities that strengthen discipleship, marriages, families, and the shared life of the church.

3. Global Missions (approximately 10–15%)

- Serve as pastoral liaison and ministry champion for the Global Missions team, empowering volunteers rather than personally executing every task.
- Maintain meaningful relationships with Rivercrest-supported missionaries and ministry partners.
- Help the team think strategically about missionary care, financial support, congregational communication, visits, events, and short-term opportunities.
- Keep global missions visible in the worship and life of the congregation.
- Encourage and help equip members who are exploring missionary service or deeper participation in global mission.

4. General Pastoral Ministry (approximately 15–20%)

- Participate fully in weekly staff life and collaborate generously across ministry areas.
- Preach and teach periodically according to gifting, need, and the direction of the Senior Pastor and Session.
- Share in pastoral care, discipleship, membership work, hospital visitation, weddings, funerals, and other ordinary needs of congregational ministry.
- Attend Session meetings and participate in the life of the church in a manner appropriate to an Assistant Pastor.
- Exercise flexibility during significant pastoral or seasonal needs while maintaining a sustainable ordinary-week rhythm.
- Assist in any ministry work deemed appropriate by the Session.

A Sustainable Ordinary Week

This rhythm is illustrative rather than a rigid time clock. It recognizes Sunday and Wednesday evening as work hours and protects Friday afternoon and Saturday in ordinary weeks.

Day	Primary focus	Typical work
Sunday	Worship & pastoral presence	Early arrival; sound check/rehearsal; lead worship; service responsibilities; congregational care and connection.

Monday	Evaluate & create	Debrief Sunday; follow up with team members; begin upcoming worship plans; creative arranging and personal preparation; pastoral follow-up.
Tuesday	Collaborate & develop	Weekly Staff Meeting.; worship and sermon coordination; Men's Study Group leader development; pastoral appointments.
Wednesday	Build Sunday	Finalize arrangements and resources; volunteer communication; coordination with AV/ProPresenter; personal practice; 6:00–7:00 p.m. rehearsal.
Thursday	Develop people	Men's Discipleship and missions leadership; ministry-event planning; coordination with Women's Ministry; pastoral meetings; recruiting and strategic development.
Friday	Finish & prepare	Final Sunday checks and communication; close loose ends; finish around noon with the afternoon protected.
Saturday	Protected day	Normally off except for unusual or previously planned ministry responsibilities.

Qualifications

Required

- A mature and evident love for Jesus Christ, His Word, His church, and people.
- Agreement with and willingness to serve within the doctrine and polity of the Presbyterian Church in America.
- Ordained or ordainable as a Teaching Elder in the PCA.
- Demonstrated musical competence sufficient to lead congregational worship, arrange music, prepare volunteers, and develop a team.
- Pastoral warmth, emotional maturity, humility, initiative, and the ability to build trust.
- Strong communication, organization, follow-through, and collaborative instincts.
- A commitment to developing and releasing others into ministry rather than personally controlling every responsibility.

Preferred

- Prior experience leading worship music in a local church.
- Experience recruiting, training, and shepherding volunteer teams.
- Experience with men's ministry, small-group discipleship, leader development, or missionary care.
- Seminary degree from an accredited institution and several years of pastoral or ministry experience.
- Familiarity with common worship-planning, presentation, and music-resource tools.

What Success Would Look Like

Over the first three years, we would hope to see progress such as:

- The congregation sings with growing confidence and is served by a deepening repertoire of biblically and theologically faithful music.
- Worship services are consistently thoughtful, prepared, and well coordinated without becoming performance-driven.
- The worship team is spiritually healthy, well communicated with, increasingly capable, and less dependent on any one leader.
- Additional musicians, vocalists, worship leaders, Men's Study Group leaders, and emerging ministry leaders are identified and developed.

- Men's Study Group leaders receive meaningful pastoral care, training, and support; four annual events engage men across ages and stages; and collaborative opportunities with Women's Ministry strengthen the wider church.
- Missionaries are known and cared for, missions is visible in congregational life, and members have clearer pathways to participate.
- The Assistant Pastor is known by the congregation as a pastor—not simply as the person responsible for music.

Working Commitments & Guardrails

- Sunday and Wednesday evening are understood as regular work periods; the weekly schedule should flex accordingly.
- Friday afternoon and Saturday are normally protected. Seasonal exceptions should remain exceptions to a sustainable baseline.
- Worship planning and arranging are substantive pastoral work and should receive protected creative time.
- The Global Missions assignment is oversight, pastoral liaison, and team development—not sole execution of every missions task.
- Professional expenses such as ministry mileage, books, conferences, and approved continuing education should be budgeted separately from compensation.
- The position should be reviewed annually with attention to workload, ministry outcomes, congregational growth, and whether responsibilities remain appropriately proportioned.

Application & Conversation

Interested candidates should submit a résumé, a brief statement describing their philosophy of corporate worship and pastoral ministry, and links or recordings that demonstrate their worship leadership. References, theological examination, background checks, denominational credentials and additional materials may be requested as the process advances.