

## **ASSISTANT PASTOR OF DISCIPLESHIP JOB DESCRIPTION**

**Position Summary:** The Assistant Pastor of Discipleship is primarily responsible for leading the assimilation and community group ministries at Christ Presbyterian Church (CPC) and providing oversight to youth ministry. Additional shared responsibilities as directed by the Session through the Senior Pastor will include preaching, teaching, shepherding, evangelism, and counseling. In addition, the Assistant Pastor will be expected to participate in Session meetings, quarterly South Texas Presbytery meetings, and Reach South Texas meetings.

Leading and participating in these various ministries involve embracing the vision and values of CPC and helping both staff and volunteer leaders carry out their ministry responsibilities based on 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 the kingdom work of discipleship.

**Responsibilities:** The successful candidate for this position will have the heart and skills for the following responsibilities, listed below in order of priority

- A. **Assimilation:** Assimilation will be a primary responsibility of the Assistant Pastor. He will lead the assimilation processes, which are designed to incorporate new visitors into the life and activities of the church and to incorporate existing members into active service in the church. These responsibilities include but are not limited to tracking visitors, coordinating new members classes, determining spiritual gifts inventory, and aligning ministry opportunities with gifted membership.
- B. **Community Groups:** Building community will be another primary responsibility of the Assistant Pastor. The Assistant Pastor will build and lead the CPC community group ministries by selecting, training, resourcing, and encouraging CG leaders.
- C. **Youth Ministry:** The Assistant Pastor will provide oversight to the staff and volunteers who lead the youth ministry. This oversight will include resourcing, equipping and encouraging youth ministry leaders in their discipleship role to the youth at CPC.

**Qualifications:** The successful candidate will have the following qualifications in order to be considered for this position:

- A seminary degree in a recognized Reformed seminary, or a degree from a non-Reformed seminary but fully accepting Reformed theology
- A demonstrated commitment to live as a disciple of Christ and grow in grace
- A demonstrated commitment to see others come to know Christ and grow in grace
- A demonstrated commitment to Reformed doctrine and Presbyterian government as defined in the Westminster Standards and the PCA Book of Church Order (BOCO)
- An ability to effectively communicate Biblical truth in gracious ways and to apply the truth of scripture to all of life
- An ability to build relationships with people and families within the church and in the larger community that transcends age groups, income brackets, and diverse cultural backgrounds

- An ability to embrace the current vision and mission of CPC and contribute to the working out of this vision and mission in the ministries of the church
- An ability to set goals consistent with the vision and mission of CPC and to motivate others to work towards achieving them
- An ability to collaborate with staff, volunteer leaders, and other members at CPC to develop and carry out action plans within the constraints of available resources

**Reporting and Accountability:** The Assistant Pastor is an employee of CPC, who is selected and recommended by the Search Committee, and subsequently hired by the CPC Session. As directed by the Session, the Assistant Pastor will report to the Senior Pastor in the conduct of daily activities and be 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, will provide progress reports to them.

**Performance Evaluation:** The Assistant Pastor will be reviewed quarterly by the Session and/or the Session designees during the first year of employment, and semi-annually during subsequent years of employment. The evaluation criteria will be provided in advance to the Assistant Pastor. The results of each 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.

**Church Planting Preparation:** CPC desires to spread the Gospel by planting outwardly facing, reformed churches in the central Texas area and beyond. We would like this candidate to be open to that calling should it come to them in the future. We hope the candidate's time here at CPC will prepare them with pastoral leadership, administrative support, and church operation skills required to successfully do so.

**Compensation:** Commensurate with skills and experience

**Hiring Timeline:** Acceptable start dates range from April - June 2022.

**To Apply:** please send your resume and Ministerial Data Form to [office@cpcgeorgetown.org](mailto:office@cpcgeorgetown.org) with subject line: CPC AP Application. We look forward to hearing from you!