

Gracepoint Church

Seeking Full-Time Assistant Pastor

About Our Church: Gracepoint is a PCA church located outside of Philadelphia and in Glenside, PA. Gracepoint Church exists to glorify God by equipping His people with the gospel to build the Kingdom in the Greater Philadelphia area and beyond. We are currently seeking a full-time assistant pastor whose primary role is to oversee and shepherd our education department but also assist the lead pastor and session in carrying out the vision of Gracepoint.

Role & Responsibilities:

1. Develop and streamline the structure, transitions, curriculum, and the spiritual formation plan for the Education Department
2. Provide support, training, and accountability for the children's ministry leaders and volunteers
3. Oversee EDU Dept Events (e.g. VBS, Trunk or Treat, Xmas presentation, PTA meetings, Graduation, etc.)
4. Assist in Adult EDU ministries (e.g. Growth Group, Sunday School, Men's Group, Women's Group, etc.)
5. Assist and participate in session and staff meeting to help support the administration, worship, outreach, and inreach ministry
6. Assist in presiding, preaching, teaching, and administering the sacraments as needed
7. Assist in pastoral care, visitations, and counseling as needed
8. Assist in churchwide events (e.g. Mission Trips, Retreats, Prayer Meetings, Podcasts, Devotionals, Congregational Mtg, etc.) as needed
9. Assist in other worship/church ceremonies (e.g. weddings, funerals, infant baptism, hospital visits, etc.) as needed
10. Assist in administrative support (e.g. emails, phone calls, presbytery meetings, vision planning, etc.)

Education & Qualifications:

1. Biblical requirements for an Elder stated in 1 Tim 3 and Titus 2
2. Graduate of an M.Div or higher degree
3. Ordained Minister (PCA and transfer to Eastern PA Presbytery preferred)
4. Gospel centered teaching, preaching, and philosophy of ministry

Skills & Attributes:

1. Committed to the purpose and core values of Gracepoint
2. Humility, flexibility, and faithfulness to serve God and His church as needed.
3. Team player who can work with different staff members and openness to serve a multi-cultural and diverse congregation
4. Self-initiating, proactive, and diligent worker
5. Shepherd's heart
6. Explore and pray for the possibility church planting
7. Ability to lead worship (preferred but not required)

Benefits:

1. Salary commensurate with experience
2. Special allowance for self-employment tax (7.65%)
3. Pension contribution of 10% of your total annual salary
4. Three weeks of vacation from all pastoral duties
5. One conference per year for continuing education or one week study leave
6. Medical and Life/Disability Insurance

Application Requirements:

1. Resume
2. Brief statement of calling into ministry
3. Video or audio file of sermon
4. Three ministry references

Please send the completed application packet to: **graceptchurch@gmail.com**