

# FIRST PRESBYTERIAN – ASSISTANT PASTOR



## POSITION PROFILE

**TITLE:** Assistant Pastor

**REPORTS TO:** Senior Pastor

**JOB OVERVIEW:** First Presbyterian Church is a congregation of the Presbyterian Church in America (PCA), and is located on the Gulf Coast (Gulfport, Mississippi). As a growing church body, we are looking for an Assistant Pastor who can help us fulfill multiple objectives. The right candidate will work with our Senior Pastor, church officers and office staff to strengthen our congregation's ministry and outreach.

**RESPONSIBILITIES:** A partial, general list of job responsibilities can be found below. Additional responsibilities may vary based on the qualifications and experience of the right candidate.

### Discipleship

Along with session, help disciple FPC's members; lead Bible studies and groups as needed

Oversee community group development, encourage & recruit community group leaders

### Pastoral Care

Minister to congregants in the church or at home / hospital / hospice

Provide counseling to those who request; be available to encourage the broken, hurting

### Evangelism / Outreach

Assist with formation of evangelism and outreach efforts to share the Gospel

Oversee means of inviting Gulfport community to church, coordinate follow up effort(s)

### Preaching and Teaching

Preach and/or teach on Sundays and Wednesday nights as requested

Assist in worship services; including weddings & funerals (along w/ pre-marital counseling)

### Administrative

Participate in Session and Diaconate meetings; serve as Diaconate liaison to the Session

Minister will support, guide, & contribute to administrative needs of the church office

Participate in church committee meetings; assist and support FPC's committee chairs

Assist with church-wide communications; help convey church's objectives to the body

**QUALIFICATIONS:** Ordained as a Teaching Elder in the PCA  
Theologically consistent with the Westminster Standards; possessing MDiv degree or higher  
Candidate must possess and demonstrate the traits of an elder found in 1 Timothy 3 & Titus 1  
Committed disciple of Jesus Christ, evidence of Christian maturity and personal godliness  
If married, having a strong marriage and family life, which is apparent to others  
Technologically skilled / savvy – able to use modern tech to assist in ministry  
Track record of effective leadership, judgment, and above reproach character  
Self-starter who takes the initiative in identifying and completing various tasks  
Excellent written and verbal communication skills, with great attention to detail

**HOW TO APPLY:** Apply via email: [search@fpcgulfport.org](mailto:search@fpcgulfport.org)  
1. One-page cover letter that describes candidate's desire and suitability for the position  
2. Resume and references (background check will be required)  
3. PCA Ministerial Data Form (obtained via PCA Administrative Committee):  
<https://www.pcaac.org/pastor-search/pastors-open-to-a-new-call>