



Job Title: Assistant Pastor for Cross-Cultural Ministries

Reports To: Executive Pastor (EP)

FLSA Status: Exempt

EEO Status:

Approved Date:

JOB SUMMARY

The Assistant Pastor for Cross-Cultural Ministries is a teaching elder as defined in Article 7 of the Bylaws of Covenant Presbyterian Church. His primary focus is to lead, shepherd, teach, and oversee ministries and programs for the Spanish-speaking community. His secondary focus is to guide and shepherd both Covenant and Alianza in cross-cultural ministry to the first and subsequent generations of our immigrant communities in the Shenandoah Valley.

The Assistant Pastor for Cross-Cultural Ministries will be hired as an assistant pastor with the goal to transition to an associate pastor role after a year in the role.

DESCRIPTION:

1. **Oversight:** Plans and leads the Alianza worship services and other cross-cultural ministries of the Covenant/Alianza congregation. Demonstrates a proven ability to work cross-culturally as a team-builder who is able to work well with the Alianza Leadership Team, Cross-Cultural Leadership Team and members of the congregation. Commits to equipping church members in evangelism, discipleship, and ministry. Committed to biblical doctrine, edification, and church discipline.
2. **Preaching:** Experienced in excellent expositional preaching, notably serial exposition with careful attention to text, biblical theological, and Christocentric framework. To preach and teach the Word of God as written in the Old and New Testaments; call the congregation to personal faith in Christ, to repentance, spiritual growth, service and evangelism through biblically grounded sermons and teaching.
3. **Devotion:** A wholehearted pastor-shepherd – compassionate and energetic in caring for others who demonstrates godly character and life. Has a spiritual burden for cross-cultural ministry and a passion to share the Gospel with unbelievers.
4. **Theology:** Committed to Reformed theology as summarized in the Westminster Confession of Faith and Catechisms.
5. **Experience:** Previous pastoral and leadership experience as a leader with vision for community-focused mission. Demonstrates fluency in Spanish and English.

MINISTRY TASKS:

Leads, Shepherds, and Teaches

1. Preaches expository sermons, often following the sermon series in the English services
2. Prepares congregants for baptism and membership as well as leadership
3. Supervises liturgy and direction of worship
4. Teaches/leads groups such as Sunday School and Home Group and equips others to do so
5. Provides pastoral care for members and congregants (visitation, some counseling, phone calls, follow-up)

Oversees and Shepherds Cross-Cultural Ministries

1. Oversees current leadership and existing ministries
 - English as a Second Language Program
 - Kids Club
 - After-School Program
 - All Nations Sunday School Class
2. Equip members in evangelism and discipleship in a cross-cultural context
3. Provides expertise to leadership concerning cross-cultural ministries
4. Collaborates with the children's ministry director and youth pastor to shepherd and include children and youth in to the life of the church

STAFF AND LEADERSHIP RESPONSIBILITIES:

Staff

1. As part of the ministry staff (assistant pastors and directors), he takes part in weekly staff meetings and development days
2. He regularly holds office hours and interacts with pastoral and staff team.

General Pastoral

1. He is part of the rotation for preaching, sacraments, and teaching.
2. He officiates weddings and funerals as needed.
3. He is an active member of the session.
4. He is an active member of Presbytery (quarterly meetings each year).
5. He regularly attends General Assembly.
6. He regularly pursues professional development.

REPORTING:

1. His primary report is the Executive Pastor (EP).
2. The leadership for cross-cultural ministries report to the Assistant Pastor for Cross-Cultural Ministries.
3. For personnel matters he reports to the Personnel Committee (a committee of Ruling Elders to determine personnel issues).
4. The Assistant Pastor for Cross-Cultural Ministries will have an annual job review by the EP.
5. Conflicts with the EP are to be mediated by the Lead Pastor with any unresolved conflicts brought to the Personnel committee.
6. The Assistant Pastor for Cross-Cultural Ministries supervises the Associate Director of Worship for Alianza.

COMPLIANCE WITH BIBLICAL STANDARDS

All officers, directors, and staff of Covenant Presbyterian Church (CPC), as a condition of their employment, shall acknowledge in writing their acceptance of, and agreement with CPC's Statement of Faith and Biblical Standards for Sexuality and Marriage as outlined in CPC's by-laws.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The requirements for this job include knowledge, skills and ability as listed below:

EDUCATION/EXPERIENCE

Master of Divinity from an accredited seminary, two to four years of related work experience and/or training in pastoral ministry.

TECHNICAL SKILLS

Ability to use Microsoft software. Ability to use or learn to use translation software.

LANGUAGE/COMMUNICATION SKILLS

Fluent in Spanish and English. Read, analyze, and discern books, articles, and blogs pertaining to theology and ministry. Accurately and completely fills out necessary paperwork. Effectively presents information in written and oral fashion.

PHYSICAL DEMANDS

The position requires the ability to walk, go up and down stairs, and occasionally lift up to 50lbs.