

Assistant/Associate Pastor: Job Description

Waypoint Church

Purpose of the Role

The Assistant/Associate Pastor serves in a generalist role alongside the Church planting pastor and elders of the church to care for the congregation. This means he assists with overseeing the feeding of the sheep through the ministry of word and prayer (Acts 6), the tending of the flock through pastoral care (Acts 20), and the leading of the sheep along the vision and direction of the church (1 Pet 5).

Responsibilities:

1. Feeding the Sheep: Word & Prayer (Acts 2, 6)
 - Rightfully handle the word of God (2 Tim 2) by assisting with the teaching and preaching ministry of the church (1 Tim 5).
 - i. This includes preaching around 1-2 times per month, assisting with administration of the sacraments, and preparing congregants participation in worship.
 - Call the congregation to personal faith in Christ and to apply the truth of scripture to all of life (Titus 1, 2 Tim 4, Acts 20)
 - Be devoted to praying for the church and her mission (Acts 6).
 - Encourage prayer and biblical exhortation among church members
2. Tending the Flock
 - Know the pains, joys, and sorrows of church members and provide pastoral care and spiritual direction along the way (Acts 20).
 - Assist in ensuring the peace and purity of the congregation (Eph 4, 1 Cor 5, Heb 12:6)
 - Serve as a model of spiritual maturity (Heb 13) through evangelism, hospitality, character, spiritual vitality, self-control, etc. (1 Tim 3, Titus 1).
 - Encourage and equip the congregation to provide care and support toward one another.
3. Leading the Sheep
 - Equip the congregation to use their gifts and passions to serve as part of the body of Christ (Eph 4, Rom 12, 1 Cor 12).
 - i. Help raise up and disciple small group leaders in the church who feel supported in their role as support team leaders, discipleship cohort leaders, and flourishing group leaders. Encourage participation from the congregation in those small groups.

- Participate with the other elders of the church in the development of a contextualized vision, mission, and values for the church and communicate that to the congregation.
 - Mobilize congregants to actively build relationships with those new to faith and curious about faith. Encourage attitudes of hospitality and evangelism toward those in our community.
 - Support the assimilation of new members and encourage the congregation to connect and orient new members to the church body.
 - Assist with training and teaching lessons that raise up new church officers and leadership teams.
 - Work with the staff and elders to assess the church's health and alignment with its vision. Help develop areas of identified need.
4. Collaboration with community organizations
- Engage with the local community and seek opportunities for cooperation with other local organizations and churches as we work together to seek the flourishing of our context.
 - Participate in Presbytery and Denominational events.

Candidate Profile and Qualifications for the position:

- Masters in Divinity with a focus on reformed theology.
- 5 years experience in Pastoral Ministry
- Is or would be able to be ordained in the Presbyterian Church in America.
- Strong biblical knowledge and theological understanding.
- Demonstrated ability to deliver grace-centered messages that point believers to Christ and call unbelievers to new life in him.
- Demonstrated leadership development and team building skills. Doesn't just do the work, but raises up other leaders to do the work of ministry.
- Ability to implement and oversee team projects. Self-starter with disciplined work ethic, not requiring constant supervision.
- Excellent interpersonal skills, conflict management and ability to connect with people with diverse backgrounds.
- Deep personal faith and commitment to personal growth and embodies the character requirements of an Elder (1 Tim 3, Titus 1).
- Demonstrates an understanding of how the gospel impacts daily life, constantly seeks renewal and a deepening understanding of God's grace toward them, and can usher other people toward that grace.

- Alignment with the vision, mission, and values of Waypoint church. We desire for this pastor to live in the target area of the church.
- Demonstrated fruit in the area of evangelism and mobilizing others to engage in evangelism.
- Can work well on a leadership team and can work collaboratively with others.
- Willing to understand the big picture and vision of the church, and find ways to support those objectives. Is able to add details and make improvements to existing initiatives that align with those objectives.
- People oriented and intuitive toward the needs of others. Able to provide flexible care oriented to particular individuals and their current situational needs. Comfortable with the ambiguity and messiness that comes with entering into the fray of life with others.

Compensation:

This is a full-time position with a salary range of \$80,000-\$90,000 per year plus benefits. This includes 4 weeks vacation and 1 week study leave.

Note: As part of a developing church plant, the position requires a commitment to raise \$2000 per month.

To Apply:

Send the following information to steve@waypointcos.org

- Current Resume
- A list of at least 5 References
- 2 Sermons (at least one video)
- An example of one of your teaching lessons done in a small group setting
- A statement describing your philosophy of pastoral ministry
- Ministerial Data Form - MDF