

Westminster PCA, Vancouver, WA

Assistant Pastor Job Description and Application Process

Overview

- Full-time with benefits
- Reports to Senior Pastor
- General pastoral duties (shepherding, teaching, prayer) with specific focus on family discipleship and outreach; potential for becoming church planter
- Promotion to Associate Pastor possible at a later date

Qualifications

- Character and gifting requisite for the office of elder, as described in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4
- Joyful and humble commitment to Reformed theology as summarized in the Westminster Standards
- A clear understanding of and commitment to a biblical view of marriage and the family and the importance of the family to the growth of the Church and the stability of productive civilizations
- Seminary degree (M.Div. or equivalent)
- Ordained (or ordainable) as a Teaching Elder in the Presbyterian Church in America
- Shepherding heart and people skills.
- Demonstrable self-starter and diligent to see tasks through to completion.
- Teachable, self-directed, and high personal standards for workmanship.
- Possess basic computer skills and a willingness, and ability, to learn computer skills.
- Both task oriented and a people person.

Pastoral Care

- Care, counseling, discipleship, and visitation in coordination with the senior pastor and elders
- Outreach and evangelism to community
- Assist in the welcome and assimilation of visitors and new members
- Assist in equipping elders and lay leaders for congregational care
- Consistent prayer, individually and as part of staff

Preaching, Teaching, and Worship

- Preach and administer sacraments as needed at Sunday morning worship as needed (c 8-12x/year)
- Preach regularly at Sunday evening service (usu. 3x/month)
- Teach regularly during Sunday morning education hour
- Occasional additional teaching opportunities

Outreach

- Work on building relationships in the community and increasing the church's presence in the community

- Coordinate and lead young adult ministry and/or ministry to seniors (depending on candidate)
- Develop and oversee and eventual church plant
- Note: Programmatic emphases may be adjusted to meet candidate's gifts and interests

General

- Meet regularly with pastor as member of senior leadership team
- Attend and participate in session meetings as non-voting member
- Serve on additional committees, as needed

Application process

Resume

PCA MDF

Provide 2-3 recorded sermons or other similar teachings

Provide 100-300 word response paper to the WPC Distinctives statement

Provide 200-300 word response to "What Will It Say?" article by Pastor C.R. Wiley:

<https://wng.org/opinions/what-will-it-say-1669123810>

Be ready to provide 3-5 references upon request

Please send all materials or questions to admin@solochristo.org