

Job Title: Assistant Pastor of Discipleship & Outreach

Hired by: Session

*Summary:* The Assistant Pastor of Discipleship & Outreach is responsible for creating and cultivating ministry efforts that focus on Discipleship and Outreach in the life of our church. Working with the Senior Pastor and Executive Director, he will facilitate and implement the vision, mission, and goals of the Session, with particular focus in the areas of Sunday School & Discipleship Groups.

### Organization

- A. Work under the guidance of the Senior Pastor and Executive Director to implement the vision and mission of First Presbyterian Church, (FPC).
- B. Collaborate with the Session, Staff and FPC Committees (Adult/Youth/Children's) to apply the vision of the church in all areas of ministry, particularly in the areas of Sunday School & Discipleship Groups.

### Discipleship and Outreach

- A. Cast the vision for Discipleship broadly to ensure the church body (*especially those leading in Sunday School and Discipleship Groups*) knows what we are asking God to do through Discipleship in the life of our church.
- B. Oversee the implementation of formal discipleship through creating and organizing Discipleship Groups and Sunday School classes. This includes recruiting and training group/class leaders, collaborating with group leaders to form discipleship groups, placing visitors in discipleship groups/SS classes, and regularly encouraging, and shepherding these group leaders.
- C. Act as the point person, trainer, and recruiter for seasonal ministry efforts related to evangelism, such as: "Christianity Explored" (*or neighborhood evangelism*).
- D. Participate in sharing the Gospel with church visitors.
- E. Care for families, primarily through encouraging the whole family to participate not only in corporate worship, but also in Sunday School and Discipleship groups.

### Preaching, Teaching, and Shepherding

- A. Although the Assistant Pastor is not the primary Preacher, he will preach as needed under the direction of the Senior Pastor and Session.
- B. Be willing to step into other teaching and leadership roles as they arise. This may include Sunday School, Providence Christian School opportunities, and pre-marriage classes/etc.
- C. Assist in various shepherding and pastoral needs of the church as ministry needs arise such as visitor connections, funerals, weddings, hospital visitations, homebound visits, counseling, and various seasonal events.

### Reporting

The Assistant Pastor reports to the Executive Director for operations and the Senior Pastor for ministry.

### Structure

All Pastors are expected to devote at least 40 hours a week to the duties as described above as ministers to the flock. Specifics about time off can be found in the FPC Personnel Policy Handbook. The timing of vacation and “off days” will be established with the Executive Director.

### Qualifications

- A seminary graduate and ordainable (or already ordained) in the P.C.A.
- A man of deep spiritual life, of prayer, and love for the Gospel of grace
- Able to adhere to the WCF & any FPC position papers
- An effective communicator both in preaching and in teaching
- Has a proven history of discipleship and evangelism
- Has a visible heart for people and a desire to pursue relationships
- A man who leads his family well