

Associate Pastor Position Description

Kossuth Street Baptist Church January 2010

Position Summary An Associate Pastor is to serve the church body through equipping, overseeing and shepherding under the leadership of the Elders in the areas of ministry designated by the Elders. This position does not require the Associate Pastor become an Elder but must be able to meet the biblical qualifications for eldership. The position calls for a person who is spiritually and theologically mature, skilled in mentoring, pastoral care and team-building, and strongly committed to gospel ministry in the context of a local church. He will have one designated Elder as overall supervisor for the sake of directing duties, encouragement and understanding expectations. He will be evaluated on a regular basis by the Elders.

Essential Responsibilities While this job includes joining the pastoral team in performing all duties as assigned, specific and essential responsibilities include (% of time expected):

Worship & Music (60%) Lead and equip KSBC to magnify the greatness of God by skillfully combining God's Word with music that motivates those gathered to proclaim the gospel, cherish God's presence and live for God's glory (adapted *Worship Matters* p.55). This requires significant musical and leadership skills. This responsibility includes but may not be limited to:

1) Plan & lead worship services, 2) train, develop and engage worship leaders, musicians and vocalists (children, youth, adult), 3) oversee and develop choirs, bands, orchestra, bell choir, vocals, etc., 4) oversee presentation of seasonal events or programs, 5) oversee training personnel, operation and equipment of sound room and administrative areas of music and worship, filing, storage, CCLI, orders, schedules, 6) teach and develop understanding of worship to church family in various venues.

Communication & Technology (20%) Lead and equip KSBC to communicate its message within the church family and to our community in clear and creative ways. Must have significant communication skills along with computer and tech skills or ability to recruit and manage those who do. This responsibility includes but may not be limited to:

1) Oversee all aspects of web site, Connections and other communication tools, 2) oversee Tech ministry team responsible for upgrading and supporting computers and technology in all aspects of ministry, 3) resource ministry leaders to use technology in their areas to advance their mission within KSBC, 4) Encourage and develop contributors/writers/editors.

Pastoral Ministry (20%) Lead and equip KSBC in various ministry initiatives or projects as assigned by the Elders that need pastoral oversight and energy and generally match the Associate Pastor's gifts and passions. These may include but may not be limited to:

1) Teaching and preaching, 2) administrative oversight of a ministry in partnership with an Elder (i.e. Small groups), 3) counseling, 4) pastoral care.

It is assumed that all pastors are involved in continuing education either formal or informal, participate in a small group either as leader or member and maintain significant flexibility to model servanthood in ways that may exceed the boundaries of their job description. It is also assumed that pastors will work hard while maintaining sufficient margin for family, rest, renewal and outreach.