



## **POSITION DESCRIPTION – ASSOCIATE PASTOR**

**HOURS:** Full Time, Exempt

**SALARY:** Based on Experience

**REPORTS TO:** Elders

**PURPOSE:** As the Children and Youth pastor, he serves the church by developing, coordinating, and administering an effective and comprehensive ministry to the congregation, providing leadership to and supervision of volunteers involved in total ministry. To live out the Great Commission by sharing the gospel boldly from the pulpit, by being in the community, and through one-on-one relationships. Engage in team ministry cross-training to prepare for future ministry responsibilities.

### **RESPONSIBILITIES INCLUDE:**

1. Overseer of the Office of the Keys.
2. Oversees and supervises all Children & Youth (C&Y) ministry areas to include empowerment of leaders and volunteers and providing pastoral family care and support.
3. Oversees in the educational process of C & Y ministry areas through encouragement and the use of faith-based resources.
4. Assist in all pastoral roles as needed by pastoral team to include worship, preaching, teaching, visitation care of the hospitalized and homebound, and official acts of baptisms, weddings, and funerals.
5. Supports the lay leadership and church by providing visionary input and in attending leadership meetings.
6. Provides pastoral support to Timothy School.