ALGER PARK CHRISTIAN REFORMED CHURCH

PASTOR OF COMMUNITY AND DISCIPLESHIP JOB DESCRIPTION

**Accountability:**

1. In performance of job responsibilities, to the Personnel Committee and Full Council.
2. In planning and coordination of ministries, to the Pastor of Worship and Vision.

**Serves on:** Care Council and Full Council

**Evaluation:** According to the Employee Manual of Policies and Procedures

**Status/Hours:** Full Time, Salaried with benefits

**Qualifications:**

1. Master’s Degree of Divinity and ordained in the Christian Reformed Church (or pursuing ordination or ordained in a church in ecclesiastical fellowship with the CRC)
2. Evidence a deep personal commitment to Jesus Christ, His church and its worship and be able to articulate his/her faith
3. Experience in discipleship programs and congregational community building
4. Experience in pastoral care for a variety of congregational members
5. Experience in ministry leadership, giving evidence of an ability to organize, lead, encourage, motivate and work with others
6. Be a team player with staff and be able to work compatibly with all professional and volunteer staff

**Specific Responsibilities Including But Not Limited To:**

1. Discipleship and Community building: 40%
   1. Lead the planning and implementation for discipleship and community building
   2. Promote spiritual growth by leading/organizing events, programs, retreats, and trainings
   3. Educate and support lay leaders to create, grow, and sustain small groups and other programs
   4. Work with Directors and ministry teams to lead the children and student ministries
   5. Mentor those who require special one-on-one discipleship
   6. Provide hospitality and enfold new and potential members, educating them on our vision
   7. Be active in neighborhood engagement and justice ministries and encourage members to do the same
2. Pastoral Care: 40%
   1. Lead the planning and implementation of congregational care
   2. With Pastor of Worship and Vision, Care Ministry elders and deacons, visit, counsel, and care for the sick and otherwise needy
   3. Encourage a spirit of care for one another in the congregation
   4. Connect with home-bound members, administering the Lord’s Supper as applicable
   5. Do pastoral counseling
   6. Officiate weddings and funerals of community members as needed (compensated separately)
3. Worship: 10%
   1. With the Pastor of Worship and Vision lead worship services that engage our members and our neighbors and friends
   2. Preach occasionally during morning worship services
4. Administration: 5%
   1. Provide leadership for Care Ministry Council
   2. Actively participate in staff meetings and defend, build up, and advocate for the staff
   3. Meet frequently with Pastor of Worship and Vision to discuss the state and direction of Alger Park Church
   4. Provide leadership, as requested, from other groups in the church
   5. Provide leadership on classical and denominational levels
5. Growth: 5%
   1. Work to be right with God and an example of godly behavior
   2. Pray regularly for our congregation, community, and mission
   3. Through personal reading, courses, retreats, and conferences, nurture spiritual, theological, and academic growth and creativity
   4. Stay knowledgeable about cultural and social trends that impact the mission of the church as we engage with culture
   5. Maintain boundaries for the sake of a healthy personal life, relationships, and physical health

Agreed to by Pastor of Community and Discipleship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Approved by Personnel Committee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

*(Revised August, 2017)*