

JOB DESCRIPTION

TITLE: Associate Pastor

REPORTS TO: Lead Pastor

POSITION STATUS: Full-time; Salaried, starting at \$50k, with housing allowance, health and retirement benefits.

OVERVIEW:

Our Associate Pastor will be called by the congregation to plant a new ministry focusing on Children, Youth and Families, for those who are currently part of the congregation, as well as prospecting and attracting others into it from the surrounding community who are not active participants yet!

This Pastor will also be called into vocational partnerships: First, with the congregation to implement each year's strategic vision adopted by the congregation at its Annual Meeting; and secondly, with the Lead Pastor and other members of the church's staff and leadership teams. Active teamwork lies at the heart of this call, and this person will be engaged in all aspects of the church's overall ministry.

Community Congregational Church proclaims the relevance of God's Word to the daily living of all people. Preaching and teaching are biblically anchored in the inclusive Protestant tradition. Worship is an engaging multimedia experience. Tangible, material support to others in need lies at the heart of our Outreach ministry. Bringing people together in the name of Christ and building a community in terms of God's Spirit drive our mission and every program. We trust that God will move someone with personal resonance to this ministry to answer our call.

ABOUT YOU:

We are looking for someone with the following personal characteristics:

- Passionate & Energetic
- Creative & Enterprising
- Outgoing & Gregarious - and a sense of humor!
- Collaborative & Accountable
- Organized & Professional
- Informed & Educated - and open to growing new understandings
- Loves being a child of God & loves all children of God

RESPONSIBILITIES:

1. "Sunday School"

- Create a new, dynamic Sunday morning program for children of all ages - by any name!
- Manage staffing of nursery care program
- Explore additional programming to expand our ministry to children, youth and families

2. Youth Program

- Lead, support, and accompany our middle schoolers and high schoolers in their faith journeys by encouraging their relationship with God
- Create a faith-based sense of community and fellowship
- Build and manage programming that includes regular meetings, worship and prayer, social events, mission trips, and retreats

3. Families

- Engage parents and keep them informed of all children's and youth programming
- Design programming to create a nurturing community of parents and families

4. Digital Presence

- Build an engaging, age-appropriate digital ministry for children, youth and parents
- Fully comfortable with all relevant digital platforms and social media (e.g. TikTok, Instagram, SnapChat, Facebook, etc.)
- Proficient with digital communication (e.g. email and text)

5. Promotion & Communication

- Ability to write content to promote your programs, and other church activities as needed
- Committed to keeping the parents of children and youth informed about what the church is teaching and doing with their kids
- Create and implement a campaign to attract new participants, drawing from a larger strategy to grow the size of the church's youth ministry

6. Other responsibilities:

- Worship:
 - Collaborate weekly with the Lead Pastor and Music Director to plan worship
 - Share worship leadership on a weekly basis
 - Administer the Sacraments
 - Open to becoming proficient with worship technology in terms of A/V settings, streaming and slideshow presentation
 - Preach once month or as agreed upon with the Lead Pastor
 - Perform weddings and funerals as needed
- Church Growth: Collaborate in all growth initiatives, such as congregational events
- Outreach: Participate in outreach and community service programming, such as our Irvington-based food and baby supplies distribution program
- Pastoral Care: Provide care and hospitality as needed
- Administrative
 - Organization and management of programming for children, youth and families
 - Work with office and building staff as needed
- Team Support
 - Work closely with the Lead Pastor
 - Participate actively on the ministry team and in the team meetings, always working to accomplish the team goals
 - Support team projects and goals, including those outside of your specific area of responsibility

QUALIFICATIONS:

Qualified applicants will:

- Be an ordained minister with standing or eligibility for standing in the United Church of Christ or its partners
- Possess excellent interpersonal skills, a sense of humor and the ability to be both a leader and a team player, while working well with members of the church community, as well as staff
- Proficient with technology such as Zoom, Google Docs, and products specific to the Apple platform

EVALUATION:

Performance is reviewed through a process administered by the Church Board, in consultation with the Lead Pastor.

ANTICIPATED START:

Spring 2022

APPLICATION:

Send resume and relevant materials to: Office@CommunityChurch.org

We are an equal opportunity employer and opposed to discrimination on any grounds. It is the policy of Community Congregational Church to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, creed, religion, national origin, alienage or citizenship status, age, sex, sexual orientation, gender identity or expression, marital or domestic/civil partnership status, disability, veteran status, genetic information, or any other basis protected by law.