

Hamilton, Ontario

MINISTRY PROFILE

ASSOCIATE PASTOR
(Family)



WEST HIGHLAND

BAPTIST CHURCH

POSITION DESCRIPTION

Position Title:	Associate Pastor (Family)	Supervises:	Director of Youth Ministry, Director of Children's Ministry, Director of Women's Ministry
Reports to:	Lead Pastor		
Works Closely With:	Lead Pastor Ministry Team Support Staff Congregation	Term:	Full-Time
		Method of Appointment:	Recommended by the Lead Pastor, approved by the Board of Elders, and elected by the church members

Job Purpose

The primary purpose is to assist the Lead Pastor in providing Pastoral leadership to our congregation and staff, as well as provide leadership to several Ministry Team Members.

Supervision

The Associate Pastor (Family) gives direction to deacons, leaders, and volunteers within the Family Ministries Division.

Required Position Qualifications, Strengths, Gifts, Talents

- **Leadership and Ministry Oversight**
 - Supervise and provide team leadership for Children and Youth Ministries staff.
 - Work with the Director of Women's Ministry and the lay leadership teams for Men's Ministry and Mature Adults Ministry, providing support and oversight.
 - Partner with lay leaders to provide leadership and direction for the church library ministry.
- **Family Discipleship**
 - Collaborate with the Directors of Children and Youth Ministries to provide training for parents and caregivers to disciple their families effectively.
- **Team Collaboration**
 - Participate in weekly Ministry Team meetings and other planning sessions to ensure coordination across ministries.
 - Work collaboratively with ministry staff and lay leaders to achieve church-wide goals.
- **Pastoral Responsibilities**
 - Preach, teach, and provide pastoral care as assigned by the Lead Pastor.
 - Shepherd the congregation by modeling and encouraging an active, growing Christian faith.
- **Administrative Duties**
 - Effectively manage ministry operations, ensuring tasks are completed with excellence.
 - Maintain records and reports for discipleship and small group initiatives as needed.
- **Other Duties**
 - Complete other pastoral duties as assigned by the Lead Pastor.



Qualifications

- **Education and Experience**
 - A degree in Theology or a related field is preferred.
 - Proven experience in Small Group ministry and discipleship.
 - Experience in managing people in a workplace environment is an asset.
- **Biblical and Theological Alignment**
 - Must meet the biblical requirements of an Elder as outlined in 1 Timothy 3 and Titus 1.
 - Theologically astute with a passion and commitment to gospel-centered ministry.
- **Skills and Competencies**
 - Gifted in leadership, teaching, encouragement, equipping others for ministry, and developing leaders.
 - Strong communication and interpersonal skills.
 - Good administrative and organizational abilities.
 - Able to lead a team effectively while also being a collaborative team player.
- **Personal and Spiritual Attributes**
 - Models an active and growing Christian faith, character, lifestyle, and testimony.
 - Demonstrates a commitment to fulfilling the Terms of Employment of all Staff Members, under Article 32.01 of West Highland's Bylaws.

Remuneration

Salary and benefits as established by the Board of Elders, and outlined in the Employment Contract.

If you are interested in applying for this position please send your resume and cover letter to Jamie Strickland at jstrickland@westhighland.org



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