

Christ Church Assistant Pastor

Indicative roles & responsibilities

This document is an appendix to the job description. The purpose of this document is to provide a more detailed, indicative description of the areas of work where the Christ Church Associate Minister will or could be expected to contribute. The tasks will be agreed with the successful applicant, depending on their specific skillset and circumstances, as part of the recruitment process. Other specific tasks, not mentioned in this appendix or the job description, may be requested of the Associate Minister by the Church Wardens or Vicar.

1. Leadership Duties and Responsibilities

- Working collaboratively alongside the Vicar and curate to shape and implement the Vision of the Church
- As a member of the senior staff team, play a full role in the overall leadership of the church and the life of Christ Church including attendance at PCC
- Represent the church at appropriate external events.
- Actively participate in the communication of messages from the leadership to and from the congregations and wider community if applicable.
- Model by both word and action a lifestyle commensurate with the teaching of the bible

2 Adult Church Discipleship & Mission:

- Developing discipleship programmes/structures for the adult membership
- Organise and lead short course where appropriate.
- Developing and overseeing the network of life groups
- Ensuring the recruitment, training and supervision of group leaders
- Develop appropriate opportunities for nurturing new believers.
- Working with the curate as they lead in developing evangelism and outreach.

3. Pastoral Care:

- Coordinating pastoral care and discipleship of Christ Church Ware
- Deal with crisis pastoral situations
- Be a community builder, who will oversee and lead pastoral team/pastoral care structure in the church.
- Encouraging the entire church to take on a lifestyle of caring for each other

4. Teaching & Discipleship

- In conjunction with the Vicar, develop a leadership pipeline to identify, train, mentor and develop current and new leaders across all areas of ministry
- Be involved in the teaching ministers within the church outside of Sunday services.

5. Staff Responsibilities

- There are potential line management, opportunities for the successful candidate as the role develops.

- Attend regular staff meetings and events
- Lead staff prayers, reflections and quiet days as required
- Participate in the annual appraisal process
- Participate in personal and professional development opportunities as agreed
- Participate in wider team development

6. Services

- Preaching leading and participating in services as required and as gifting allows
- Leading occasional offices as licensed to do so
- Support other services when asked to do so such as school and uniform services

7. Self-Development

- Commit to deepening your own life of prayer
- Attend various clergy, New Wine Network and other conferences and events as agreed with the Vicar.
- Attend regular supervisory meetings with the vicar and the “wider church leadership” as agreed
- Undertake appropriate formal and informal training as agreed with the vicar
- Establish and maintain an appropriate support ministry structure such as a confidential prayer partner or spiritual mentor.