

POSITION DESCRIPTION:
ASSOCIATE PASTOR, FAMILY DISCIPLESHIP

First Baptist Church Stanleyville
851 Ziglar Road
Winston-Salem, NC 27105
336-377-2984
www.stanleyvillebaptist.com

STATUS: Full-time, Salaried

HOURS: 40 Hours per week is anticipated, though could be called to work at any time with or without notice. Office hours will be established as required to meet the needs of the church. Office hours may change from time to time.

SUPERVISION: Reports to the Senior Pastor. Operates with considerable autonomy within areas of responsibility described below.

COMPENSATION: Compensation commensurate with experience and education.

General Purpose of Position:

To help people know, love, and serve Jesus Christ as their Lord and Savior in their daily lives; and to lead the church's family ministries in the areas of worship, discipleship, missions, and outreach.

Qualifications and Aptitudes:

1. The candidate must have made a profession of faith in the Lord Jesus Christ and have been baptized by immersion. Candidate must be ordained or be a candidate for ordination.
2. Must meet the qualifications set forth in I Timothy 3:1-7, and Titus 1:5-9.
3. The candidate must have a self-awareness of having received a call from the Lord for his ministry, having had that call confirmed by others in the Body of Christ.
4. Must possess a pattern of spiritual growth that is evidenced by a life of prayer, personal obedience to the Word of God, and the proven ability to discern the Lord's will and guidance in decision making.
5. The candidate should possess a bachelor's degree in a related field, and possess or be in pursuit of a graduate degree from a Southern Baptist seminary relevant to the area of designated ministry.
6. Must have excellent written and verbal communication skills, conflict management skills, and computer literacy.

7. Must possess an ability to work effectively with congregation, diverse individuals, and teams of volunteers.
8. Maintain, as required, confidentiality of appropriate written and verbal communications as it relates to church business.
9. Must be willing and able to work weekends, holidays, and nights as required.
10. Must have a current NC driver's license or obtain one within ninety (90) days.
11. Must pass a background investigation prior to employment.

Knowledge and Skills:

Candidate must have the knowledge and experience in family discipleship ministry in order to plan, organize, promote and evaluate a comprehensive program to meet the spiritual, educational, physical and emotional needs of families and children of the church. Must have the necessary communicative skills to relate to the family ministry body. Must have the skills to develop and maintain a budget for the family discipleship ministries and build cohesive ministry teams composed of volunteers and staff.

Organizational Relationship and Ministry Responsibilities:

1. Support the Senior Pastor in the overall accomplishment of vision casting and leadership of the church's teaching and worship service planning, design, and execution.
2. Assist the Senior Pastor in such pastoral duties as hospital visitation, ministry to shut-ins, and outreach.
3. Be available and prepared to assist or fill-in for Senior Pastor in other ministry areas as necessary such as:
 - a. Serve as back-up to the Senior Pastor for proclamation as required.
 - b. Performing funeral services and bereavement ministry.
 - c. Performing pre-marital counseling and marriage officiating.
 - d. Counseling of individuals or families as required
4. Work to effectively equip families in the church and community in the area of family discipleship developing and implementing strategies for spiritual growth and maturity. Must be able to outreach to individuals and families within the family ministry departments from nursery through the college and career population. Must be competent in automation and utilize church administration software for registrations, follow-ups, tracking and overall family ministry data.
5. Help plan, develop, and implement all aspects of a balanced family discipleship ministry in the areas of team building, worship, discipleship,

- missions, and evangelism (utilizing proven methods including seminars, camps, retreats, banquets, lock-ins, field trips, and other scheduled events).
6. Provide oversight/supervision and equipping for volunteers in all family ministry areas, with input into curriculum and activity engagement for all ages within the family ministry.
 7. Plan, attain and utilize resources for developing family discipleship efforts.
 8. Seek out and participate in continuing education and training opportunities for personal spiritual renewal and ministerial preparation.
 9. Provide Christian guidance and education to parents in developing healthy relational and parenting skills and to grow together as a family in Christ.
 10. Recruit and equip volunteers who work in all aspects of family ministry and ensure adequate volunteer support and adult-to-student ratios.
 11. Coordinate Sunday school curriculum for students (birth through College & Careers) and recruit and equip parents and teachers in partnership with the director of Sunday school.
 12. Oversee, lead and work with Vacation Bible School (VBS) volunteers in planning, organizing, coordinating, and presenting the annual VBS for the church.
 13. Communicate new and ongoing issues related to education, youth, and children in a timely manner using available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with church staff and leadership, parents, and the congregation as a whole. Present to the church at Quarterly church conference meetings on overall family discipleship ministry achievements.
 14. Be a liaison between the church and other community organizations, people, and resources that relate to students and family discipleship ministries.
 15. Prepare and submit, to the Finance Committee by October 1 of each year, an annual family discipleship ministry budget and oversee and operate within the approved budget.
 16. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
 17. In conjunction with Senior Pastor, attend/represent the church at local associational meetings and state conventions.
 18. Accept other responsibilities as assigned by the Senior Pastor to further the total ministry of the church.
 19. Comply with all established church policies and procedures as well as all applicable federal and state laws.