

Pastor of Adult Discipleship

Job Description | 2022

Job Title: Pastor of Adult Discipleship

Reports to: Pastor of Ministries & Operations

Classification: Full-time, salaried with benefits (45+ hours per week)

Contacts: Highly visible position, direct contact with all staff members; church members, families, and volunteers; guests; vendors; and the general public

General Job Description

To lead and oversee all adult discipleship initiatives at Immanuel Church including (but not limited to) small groups, ABF classes, men's ministries, women's ministries, training, and seminars. To be passionate about making disciples with a strong desire to help everyone at Immanuel Church engage in the right next steps of growth and maturity in their faith.

Qualifications

- Must meet the qualifications of 1 Timothy 3:1-7, Titus 1:6-9, and 1 Peter 5:1-4
- An intimate, authentic, and growing relationship with Jesus Christ for 10 years or more
- Preferably a Master's Degree, but at minimum a Bachelor's Degree with over five years of related job experience and a proven record of success
- A continual pursuit of integrity and a commitment to living above reproach
- Proven Christian character of integrity, humility, and honesty in all areas of life even when uncomfortable
- A team player who maintains a teachable (humble) spirit and commitment to teamwork with other pastors, staff, and church members
- Commitment to personal spiritual growth disciplines (Bible reading, prayer, evangelism)
- Must be in full agreement with Immanuel's Doctrinal Statements and Constitution (<https://immanuel.cc/pages/what-we-believe>)
- Decision making that is consistent with Immanuel's mission and marked by faith and trust in God
- Biblical leadership over spouse and children that models authentic, biblical Christianity
- A contagious love for others, both believers and those who are not yet Christians

Abilities

- Organizational and administrative abilities to lead multiple areas of ministry and coordinate many volunteers
- Strong giftedness and confidence in public teaching, preaching, and various forms of oral and written communication
- Proven skills in Small Group ministry contexts, specifically in the areas of group leadership and training
- Passionate about building a strong sense of community and belonging within the church through small groups, ABFs, ministries, etc.
- Ability to build and maintain teams of responsible people through personal recruitment and coaching
- Strong ability to work with people of various temperaments, gifts, passions, and church backgrounds and skilled at resolving conflict in a biblical way

Helping people take one step forward in their relationship with Jesus Christ!

Abilities (cont.)

- A consistent self-starter who accepts responsibility for the success of their ministry
- Desire to work closely with others (both staff and volunteers) in order to develop meaningful relationships
- Creative abilities to regularly think “outside the box” and be a calculated risk taker

Responsibilities

- Develop a philosophy of discipleship that is implemented through Small Groups, ABFs, Men’s and Women’s ministries, training, and seminars of Immanuel Church in such a way that the church family takes steps forward in their relationship with Jesus Christ
- Develop and implement a strategy that continually launches new groups and ensures that group members experience community, care, and life change
- Continually recruit, train, and empower leaders and teachers so that they are personally growing and reproducing themselves in future leaders
- Ensure quality teaching and doctrinal agreement in all classes, groups, events, and seminars
- Develop leaders and continually build the ministry with qualified leaders so that responsibilities are shared by capable people
- Regularly assess the current needs of the church body and develop training to better equip our church
- Train and build-up members of Immanuel to serve, share, defend the gospel, and make disciples of Jesus Christ
- *Perform General Pastoral Duties:* conduct weddings and funerals, attend staff meetings, participate in worship services, oversee the budget for the Adult Discipleship Ministry of Immanuel, and perform other duties as assigned by the Pastor of Ministries & Operations or Senior Pastor

Essential Functions

- *Technical / Motor Skills:* Ability to use computers. Ability to acquire job skills specified in the scope of the job description. Experience with Microsoft Office and general email knowledge.
- *Interpersonal Skills:* Ability to communicate effectively with individuals, families, church staff and pastors to assure effective flow of information and to present a positive professional image. Have the ability to communicate via telephone, email, and in person.
- *Physical Requirements:* Ability to communicate and be mobile.
- *Mental Abilities:* Ability to perform detailed tasks, handle interruptions, and changing work priorities. Ability to assist individuals.

Education & Experience

- Preferably a Master’s Degree, but at minimum a Bachelor’s Degree (one degree in biblical studies or theology preferred)
- Seminary Degree is preferred
- Minimum of 5 years related discipleship experience within a local church or Christian ministry with a proven record of effectiveness
- Must be able to work independently with minimal supervision, and have experience working with people