

MINISTRY DESCRIPTION
FIRST BAPTIST CHURCH, JEFFERSON CITY, MO

TITLE: ASSOCIATE PASTOR, FAMILIES AND FORMATION

PURPOSE OF MINISTRY: To develop, administer, and promote an effective and holistic ministry of spiritual formation with all ages in a way that leads each person to follow the Way of Christ, discover their giftedness, and experience continual life-transformation.

MINISTRY DESCRIPTION AND ESSENTIAL JOB FUNCTIONS:

- Facilitate the implementation of the church's Setting Sail Life-Changing Faith initiative in partnership with the Spiritual Formation Leadership Team including the team's mandate to:
 - Develop an intentional plan for life-changing faith.
 - Facilitate relationships that foster life-changing faith.
 - Encourage all people in our church to know their gifts and use their gifts to serve others.
- Provide leadership and support for the Spiritual Formation Leadership Team as they support teachers of adult Bible teaching classes and leaders of potential small groups.
- Lead, promote, and oversee ministries that reach and develop children ages birth through twelfth grade and their families.
- Recruit, train, support, and develop the skills of both the professional and lay staff as needed in order to accomplish the mission of forming children, youth, and adults spiritually.
- Encourage parents and offer opportunities for parental development in the church and community.
- Meet with parents/families for individual guidance and care.

OTHER RESPONSIBILITIES:

- Share the load with our lead pastor and staff in worship, preaching, and teaching, as well as pastoral care.
- Provide staff liaison to assigned committees and ministry teams.
- Assist in preparing the budget for assigned areas.
- Additional responsibilities and duties to be determined according to the gifts and interests of the successful candidate and needs of the congregation.

TIME COMMITMENT: This is a full-time position requiring flexible hours and commitment of time, including emergency calls and night meetings.

SKILLS, TALENTS, GIFTS & QUALIFICATIONS:

- Evidence of a sincere and growing faith in Jesus Christ.
- Commitment to the overall mission, vision, and values of First Baptist Church.
- A thorough theological understanding of how to grow people to maturity in Christ, especially the developmental process of spiritual formation in children and adults.
- Ability to communicate effectively, both orally and through the written word.
- Ability to attract, invite and empower volunteers to carry on our ministry.
- Ability to lead and minister successfully with a diverse group of volunteers.

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- Ability to establish and maintain effective working relationships with co-workers, church members, and the public.
- Ability to coordinate several ministry projects simultaneously.
- Ability to embrace and interact with diverse backgrounds and ethnicities.
- Ability to facilitate the growth of small discipleship groups.
- Educational requirements: Bachelor degree in a related field, with Master degree preferred.

TRAINING OPPORTUNITIES:

- The church's personnel manual makes possible regular intervals of training, study and professional enrichment.
- The Lead Pastor is committed to coaching staff members.
- Professional magazines and books are available to assist in professional training.
- First Baptist Church Leadership Staff provides training opportunities.