

**Mariner's Discovery Church**  
**Associate Pastor**  
**Job Description**

**Title: Associate Pastor**  
**Supervisor: Senior Pastor**

**General Job Description**

Associate Pastor is one who is gifted and is called to church ministry, loves people, and has a passion for evangelism, outreach, and missions both personally and at the ministry level within a multi-generational congregation setting. He has a passion for the Word of God and desire to proclaim the Word of God with conviction and confidence, always moving the congregation towards taking consistent spiritual steps. He is missions-minded and will lead the congregation to serve both locally and globally. The Associate Pastor is one who casts a vision for the ministries under his direction. He lives out the Great Commission by sharing the gospel boldly from the pulpit, by being in the community, and through one-on-one relationships.

**Detailed Job Description**

The following defines the specific functions performed by the Associate Pastor:

- Support the Senior Pastor in the overall vision casting and leadership of the church's teaching.
- Work with the Senior Pastor to ensure weekend services are planned and executed.
- When requested, provide feedback to Senior Pastor or other speakers on their manuscripts in advance of Sunday.
- Communication skills to effectively preach several times a year and be prepared to be the emergency backup speaker in case of last-minute need.
- Oversee Sunday morning volunteer groups such as welcome center, coffee, communion, and special event tables.
- Able to recruit, teach, train, spiritual growth and effectively supervise volunteers for adult small groups and adult ministries within the church.
- Serve as the primary contact for visitors. Keeps track of attendance and coordinates follow up contact with new guest, and members who have not attended church for a couple of weeks.
- Serve as the "face" of the staff on Sundays by being available in the lobby and entry areas to greet attendees and be available for questions or prayer.
- Know the congregation by showing intense interest in them. This will include getting to know personal and family stories of the active members of the church.

- Responsible for the tracking the spiritual growth and progress of all members.
- Responsible for new member orientation class.
- Visit members in the hospital, care facilities, and homes.
- Conduct funerals and weddings.
- Provide pastoral care to children, youth, and families; provide confidential pastoral counseling in emergencies and short-term basis.
- Intentional about building relationships and congregation. Tends to the spiritual needs of the congregation as one who will give an account to God.
- Creates a community environment for the congregation to fulfill the “one-another commands
- Provide guidance and oversight for adult and small group teachers and leaders; assist small group teachers and leaders with curriculum/study selection.
- Teach Small Group or Sunday School classes as needed.
- Provide staff oversight for the pastor/directors responsible for Children and Student Ministries.
- Lead weekly bible study with staff.
- A spiritual leader to staff that encourages, challenges, and holds them accountable to their walk with God both at an individual and group level.
- Provides coaching, evaluation, mentoring, and bible teaching to the staff.
- Shall affirm agreement with MDC’s Constitution and By-Laws

### **Personal Qualifications**

- Possesses personality, temperament, and interpersonal skills to relate and serve effectively within a multi-generational congregation setting.
- Exhibit evidence of Christian character and servant leadership as stated in 1 Timothy 3:1-7, Titus 1:5-9 and 1 Peter 5:1-4 in work environment as well as in home/family setting.
- Give evidence of a spiritually balanced life (prayer, Bible study, rest, worship, financial stewardship).
- Doctrinally aligned with Mariner’s Discovery Church Statement of Faith, doctrinal positions, mission, and core values.
- Give evidence of a strong work ethic and personal integrity.

### **Education & Skills**

- Engaging experienced teacher/presenter who can bring practical life application to the scriptures
- Demonstrate knowledge and ability to guide a seeker to become a baptized disciple of Jesus
- Knowledge and ability to use the Bible to guide a new disciple to ongoing spiritual maturity
- Bachelor's degree preferably from a Christian college or university aligned with emphasis in Theology, Pastoral Ministry, Discipleship, Education or Church Leadership
- Seminary/Graduate Degree is helpful, preferably from a Christian college or university aligned with emphasis on Theology, Pastoral Ministry, Discipleship, Education or Church Leadership.
- Minimum of three years of pastoral experience as an Associate or Youth Pastor

### **Hours & Benefits**

The Associate Pastor will be classified as a full-time/part-time employee. Benefits offered will be consistent with the current policy for insurance, paid time off (PTO) and holidays.