

Title: Associate Pastor

Status: Full-Time

Essential Functions

- **In the area of Missions, the Associate Pastor will:**
 - Facilitate: provide support and resources to Calvary's missions team and ministers as they plan and implement local, regional, and global mission endeavors
 - Organize: foster opportunities among Calvary utilizing strengths and assets within Calvary's members to actively engage in mission, both locally and globally
 - Develop: build and strengthen relationships with community and denominational ministries and organizations
 - Educate: create and communicate a theological foundation for missions at Calvary
 - Evaluate: establish a process for evaluation for missions-related ministries as well as evaluating community-based needs to identify mission opportunities
 - Serve as primary staff contact to work alongside the Samaritan's Fund
 - Supervise social work intern

- **In the area of Spiritual Formation, the Associate Pastor will:**
 - Coordinate Calvary's adult Sunday School classes and Small Groups, recruiting, training, and empowering strong leadership in these different ministries
 - Organize, support, and/or lead other spiritual formation opportunities on Wednesday nights and throughout the year
 - Develop a ministry to engage newcomers and to connect them with the life of the church

- **In addition to these specific areas, the Associate Pastor will also have responsibility relating to the overall mission of Calvary Baptist Church. These include, but are not limited to:**
 - Create a hospitality team and coordinate with them in preparing for church-wide events and meals, including Sunday lunches, Wednesday night meals, church-wide fellowships and events, Sunday morning greeting, funerals, etc.
 - Participate in worship planning, preparation, and leadership
 - Engage in pastoral care
 - Other duties as assigned

Relationships

- The Associate Pastor is supervised by the Pastor.
- The Associate Pastor supervises administrative staff of the church.