

### **Job Description for Assistant Pastor (part-time)**

This is an exciting opportunity for the right person to be part of a young and growing church; to use and develop their gifts in, and calling to, church-based ministry; and to be involved in serving and shaping our continued journey.

The role comprises THREE main areas – 2 specific and 1 more general – and provides scope and flexibility to grow and develop in accordance with hours worked, the person's gifts and opportunities presented.

#### **Area ONE – Youth**

##### **To be overall responsible for delivery of Youth programme (school years 7+)**

This will include (but not necessarily be limited to):

- To be responsible for overseeing and developing current youth programme
- Support, equip, encourage and care for youth leaders (including resourcing any training / pastoral support needed)
- Be hands-on involved where necessary
- In conjunction with NCB Disclosure Officer, ensure children's / youth work is carried out in line with best practise / safeguarding procedures / parental permission etc
- Be responsible for (in conjunction with youth leaders) any extra youth activities (socials, residential etc)
- Plan and run a Youth Alpha

#### **Area TWO – Families**

##### **To be responsible for supporting families both with-in, and outside of, the church**

This will include (but not necessarily be limited to):

- Provide pastoral care for families within Neighbourhood, through getting alongside and getting to know
- Plan any 'resourcing family' type events / courses (e.g. parenting course / marriage course etc)
- Develop ways of regularly supporting families

And, when normal activities resume:

- Be responsible for Songbirds (twice weekly parent / carer toddler group) - building relationships and improving communications with, and offering opportunities to, families that come
- Exploring ways to bridge gap between Songbirds / Coffee Shop and rest of church life (e.g. Messy Church, termly special activities; making the most of festivals etc)

### **Area THREE – Wider Church life**

**To play a full and active role in whole church life, including (but not necessarily limited to):**

- Leading / teaching on Sundays (frequency to be agreed)
- Pastoral Care (although this naturally flows out of the first two areas)
- Discipleship and small groups
- And to serve on the Leadership Team.

Finally, the role would include regular time with the pastor to plan, pray and prepare.

The specifics of the role are important. But equally, we are wanting two verses in particular to shape the way the successful person fulfils their role at Neighbourhood Church.

#### **One: 1 Thessalonians 2:8**

***We loved you so much, we were delighted to share with you not only the gospel of God, but our lives as well.***

Our understanding of ministry is a 'lived-out' one. We are wanting someone to come and be part of our church family...to live amongst, and to love the people. 1 Thess. 2:8 shouldn't be a chore...but a joy.

#### **Two: Ephesians 4:12**

***...To equip God's people for works of service, so that the body of Christ may be built up...***

We are not looking for someone to be responsible for 'doing the work of ministry'. We are looking for someone whose ministry is 'equipping others to do the work of ministry'. As you live out your ministry you will teach, model, strengthen, encourage, equip, build up and release others. We want to strive for 'every member ministry'.

Finally, assuming the description resonates, then we are looking for someone who reflects the 4 C's of **Competence, Character, Calling and Chemistry**.

#### Competence

- Able to handle and teach the bible well (although we recognise this is something that comes with practise too)
- Able to work with volunteers – empowering, delegating, and encouraging.
- An ability to communicate well, plan, organise and motivate

- Desired: some appreciation of current legislation and best practise guidelines relating to youth work and safeguarding. Although we would provide access to training in this too.

### Character

- A growing follower of Jesus committed to your own ongoing walk with God
- Excited about prayer, the Holy Spirit, and Scripture
- Servant-hearted
- Hardworking, and understanding of the flexible demands of ministry hours
- Humble – willing to learn, and a team player

### Calling

- Someone who has a sense of calling to church-based ministry
- Loves people, and is willing to get stuck into their lives
- And who shares our conviction that the *local church is the hope of the world*.

### Chemistry

- Someone with an understanding and respect of the values and culture of Neighbourhood Church, and more broadly of evangelical Christianity, yet can model a gentle 'generous orthodoxy'.
- Someone who gets the fact that we're not a highly polished church – we value authenticity, family and bearing with each other.

### **Working requirements & remuneration**

- 24 hours per week worked flexibly (this will include some evenings and Sundays, so an ability to be flexible is a must)
- Expectation to be present at major times of year such as Easter and Christmas, church weekend away etc
- Enhanced DBS
- £18K salary (FTE £30K)
- 4% pension contribution
- 6-month probationary period
- As part of our commitment to care for the individual, we would put in place a system of support with the pastor, a trustee, and an outside spiritual director / mentor

*There is a Genuine Occupational Requirement for the post to be a filled by a Christian*

### **To Apply:**

If after reading the description and church description you would like to apply, please send a copy of your CV, along with a letter (no more than 2 sides) introducing yourself to us, describing your ministry experience, and explaining why you think you would be good fit for our church and the role.