



Job Title:	Pastoral Intern or Associate Pastor	Job Category:	Non-Exempt
Location:	Elgin	Travel Required:	
Reports to:	Location Pastor	Position Type:	Part Time

Job Summary: This role is for an individual or couple who will mobilize our congregation to become a family of disciple-makers. This person is a humble learner, able to develop cross-cultural relationships, and also an effective teacher, able to equip our congregation with action steps to minister to the needs of our community. The intern or associate must be mature in Christ, a core member of our congregation, faithful in fellowship, involved in small groups, mentoring others, ministering according to giftedness, and committed to investing in God’s work here for at least two years.

JOB DUTIES

Leadership

- Articulate and clarify location culture, values, and mission
- Lead planning conversation with staff and leadership team
- Implement new initiatives that reflect culture, values and mission by empowering leaders
- Lead portions of leadership team/elder meetings
- Take initiative to provide point leadership for the men of the congregation

Discipleship Growth

- Lead a small group, training up co-leaders
- Coach and encourage other group leaders

Preaching and Teaching

- Expected to preach periodically
- Share load of weddings, funerals, other ministerial tasks

Assimilating New Attendees

- Lead the First Impressions/Welcome Team
- Oversee follow-up administration with Fellowship One

Assessing/Addressing Community Needs

- Learn needs from community agencies
- Facilitate relevant good deeds in community ministry
- Be an on-call helping presence at the location

Stewarding Ministry Buildings

- Responsible to oversee security, safety and maintenance of church buildings
- Responsible to administer on-call, drop by ministry for food pantry and other needs
- Responsible to host, grant access to building to approved visiting groups

SKILLS/QUALIFICATIONS

- Consistently meets the standards of a biblical elder in 1 Timothy 3 and Titus 1.
- Servant disposition – humbly willing and able to adapt to meet needs that arise in ministry.
- Resilient – able to manage family, work & ministry load effectively under pressure.
- Strong in people skills, leadership, and a gifted communicator of God’s word.
- Must be legal authorized to work in the United States.

