**Pleasant Grove Baptist Church**

**Oakboro, North Carolina**

**Position Title:** Associate Pastor

**Reports to:** Lead Pastor

**Status:** Full-time

**Church Worship Summary:** Pleasant Grove Baptist church is located in Oakboro, North Carolina and was established in 1851. The church has over 600 members and maintains a multi-generational congregation. Worship at Pleasant Grove currently consists of a contemporary early service as well as a traditional second service.

**Position Description:** This is a full-time professional ministry position primarily responsible for leading Pleasant Grove in a manner where Christ is honored, and God is glorified. The primary functions of this role include developing and applying plans of discipleship, missions, and church activities. This candidate should be an energetic, relatable, welcoming, team member who assists in the planning, organizing, and directing of discipleship trainings, outreach events, missions work, visitations, and fills in for the Lead Pastor as needed.

**Ideal Candidate:** The ideal candidate for this position will have a servant’s heart, a positive attitude, and a desire for working with people of all ages. This person will have experience leading mission trips, outreach events, and discipleship trainings with an overall goal of bringing people to Christ and strengthening their relationship with God. This person will become an active part of the church family and have a deep desire to support and connect with members at home or in the hospital as needed. This individual will have the flexibility to adapt to unforeseen circumstances and have a strong commitment to the needs of Pleasant Grove Baptist Church.

**Spiritual and Personal:**

* The Associate Pastor is a follower of Christ and must maintain a life of spiritual development, continuing to mature in Christ as a godly person of integrity.
* He will follow the Baptist Faith and Message 2000
* He must set an example and refrain from behavior that may be interpreted as unbecoming of a follower of Christ.
* He must be suited for a role of spiritual leadership within the church.

**Relationship to the Church, Pastor, and Other Staff:**

* The Associate Pastor practices a philosophy of following pastoral leadership.
* He is loyal to the Church, Lead Pastor, and fellow staff members and is a team player.
* He helps to make other staff successful.
* He relates well with others on a professional and personal level.
* He maintains confidentiality, as appropriate.

**Worship Program Leadership Duties:**

* Community outreach events (ex: service projects, door to door events, etc.)
* Planning, coordinating, supporting discipleship programs (ex: couples retreats, yearly parent conferences, financial planning seminars, men’s/women’s retreats, Deacon trainings, etc.)
* Supporting missions work with a goal of at least one international, one national, and one state missions trip each year.
* Assisting the Pastor in supporting our Mature Adult Ministry and ensuring the needs of our seniors are met (ex: calls, visits, planning outings, events, etc.)
* Attend regularly scheduled church services and activities. Responsible for assisting the Senior Pastor in the various duties of ministry throughout the week, which include preparations for Sunday worship.
* Ability to preach/speak in the place of the Senior Pastor, conduct weddings/funerals etc.
* Assist in home/hospital visitation and bereavement visits as needed.
* Maintain well-planned, carefully balanced programs, studies, and activities that always focus on Biblical teaching and disciple-making.
* Support the Youth Leader and Youth Committee to ensure the discipleship and mentoring of students and young adults as needed.

**Technical Skills:**

* Have a basic understanding of audio/visual equipment and other technology utilized by the church. This includes working with the A/V team in preparation for Sunday worship.
* Use technology in an appropriate way to encourage, educate, and communicate with church members though the use of videos, social media, texting, etc.
* Dissemination of automated phone messages and updating the church website.

**Administrative Duties:**

* Prepare and administer an annual ministry budget that covers outreach events, retreats, mission trips, activities, discipleship programs, etc. with assistance from the Senior Pastor and as approved by the Stewardship committee and the church congregation.
* Attend staff meetings, church meetings, and other meetings or events as available and as requested by the Lead Pastor.
* Participate in skill development activities
* Perform other related duties as assigned by the Lead Pastor (this list is not intended to be all-inclusive).

**Education and Experience:**

* Preferred Bachelor’s Degree or higher
* Minimum 2 years of experience preferred

**Interested Candidates:** Please *email* your resume and cover letter in PDF form, including 3 references, to [pgbcoakboro@gmail.com](mailto:pgbcoakboro@gmail.com) noting “Personnel Committee” in the subject line or *mail* to Pleasant Grove Baptist Church, attn.: Personnel Committee, 17236 Frog Pond Road, Oakboro, NC 28129.