

Faith United Methodist Church
700 Fairview Drive, Montoursville, PA 17754
(570)368-2459 www.faithum.net

Title: Associate Pastor/Director of Congregational Care and Leadership Development

Purpose: The Associate Pastor/Director shall be a committed Christian who helps the congregation connect, grow, serve and go by providing leadership in Congregational Care and Leadership Development

Responsible To: Lead Pastor

Hours: This position will be $\frac{3}{4}$ time, averaging 32 hours/week.

Description of Duties:

- Congregational Care (average 10-15 hrs/wk)
 - Oversee and equip a team of trained volunteers to provide congregational care for the members and constituents of Faith Church.
 - Do hospital and other visitation as needed.
 - In consultation with the Lead Pastor, preside over weddings, funerals, etc., as needed.
 - Oversee a regular system of follow-up with members and regular attenders who begin to be disconnected from the church.
 - Coordinate the prayer list.
- Worship Support (average 5-10 hrs/wk)
 - Be active in weekend worship services and lead parts of worship in consultation with the lead pastor.
 - Provide preaching support to the Lead Pastor. (6-8 times per year)
- Leadership Development and Discipleship (10-15 hrs./wk)
 - Helping congregation identify, develop and connect gifts and passions to a place to serve in ministry
 - People Development Course— multiplication of leadership through mentoring, continuous learning communities (focused on aspects of leadership)
 - Staff Leadership – ongoing equipping and training for staff in the area of identifying, equipping, mentoring and coaching those in their ministry area
- Work with Lead Pastor to determine short-term and long-term goals for the church's congregational care, leadership development ministries.
- Develop and oversee budget and expenditures for congregational care and leadership development ministries.
- Attend leadership team meetings in consultation with the lead pastor.
- Any and all other duties assigned by the Lead Pastor and/or Church Council.