Job Description

ASSISTANT PASTOR

Position Purpose:

To assist DHPC in fulfilling its vision of “More People, More Like Christ” through worship, discipleship, care and mission.

Accountability: To Senior Pastor and Session

Personnel directed by this position: (Options)
1) Acting Head of Staff in absence of Senior Pastor
2) To be determined

Status: Exempt, Full-time

Major Responsibilities:

- Provide vision and leadership development for DHPC's discipleship ministries.
- Develop and implement outreach strategies to the community in sharing the Good News of Jesus Christ, connecting people to Jesus Christ and the Body of Christ.
- Work with the Session, Staff, and Mission Committee to further DHPC’s commitment to being a mission training and sending congregation.
- Participate in the care ministry to the members and friends of DHPC through visitations such as: hospital, homebound, sick, and folks in crisis.
- Participate in worship leadership and preach as assigned.
- Participate in the teaching ministry of the church.
- Any other task as required of the position

Confidential Data: Sensitive matters as they relate to church ministry, members/staff, and objectives.

Skills and Capabilities Required:
- Interface effectively and positively with staff, members, and public.
- Manage time, prioritize activities, and develop long-range plans.
- Ability to delegate to others and coordinate their work.
- Engender trust and constructively resolve conflict.
- Conduct communications and contacts in such a manner as to positively reflect upon the church, its leadership and staff.
- Sustain good performance in meeting responsibilities.

**Criteria for Performance Evaluation:** Evaluation will be based upon the accomplishment of responsibilities and the demonstration of skills and capabilities required for the position.

Signatures:

________________________  ______________________  ______________________
Employee                  Supervisor                  Personnel

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Date