



Christ Presbyterian Church in Boise, Idaho, seeks to fill the position of Associate Pastor.

The Associate Pastor provides leadership and guidance for Evangelism and Outreach ministries. As a Minister of the Word and Sacrament, the Associate Pastor will occasionally lead worship, administer the sacraments, preach, and be involved with other aspects of the pastoral office.

Eligible candidates must be ordained in the EPC or immediately ordainable in the EPC. Please see our Church Information Form (CIF) for more details about our church.

How to apply:

Prospective candidates should send their Personal Information Form, resume, sermon recordings / links to: Paul Combs, PSC Chairman, 4880 N. Glenbrook Drive, Boise, Idaho, 83704 or by e-mail to Paul.Combs@outlook.com

Additional information about our church is available on our web page at:

[Christ Presbyterian Church – Boise, Idaho \(christpresboise.org\)](http://christpresboise.org)

Christ Presbyterian Church Position Description
Associate Pastor for Outreach and Evangelism
Revised July 6, 2021

STATUS:	40 Hours per week	Exempt
PURPOSE:	To provide spiritual leadership and shepherding to Christ Presbyterian Church, particularly in the areas of Evangelism and Outreach, and model disciple-making to the congregation.	
CONFIDENTIALITY:	This is a confidential position that may have access to confidential information	
ACCOUNTABILITY:	The position is supervised by the Pastor with additional accountability to the Session. This position will be required to actively participate in goal setting and review sessions for his/her specific job on a quarterly basis with the pastor and Session.	
SUPERVISION:	This position does not supervise any other staff.	

DETAILS of POSITION PURPOSE

This position provides leadership and guidance for Evangelism and Outreach ministries. The Associate Pastor must be a professing Christian with an exemplary commitment to personal discipleship. The Associate Pastor will affirm and demonstrate support for the mission, values, and beliefs of Christ Presbyterian as he / she comes in contact with volunteers, staff, members of the congregation, church leaders, the public, and service providers.

JOB RESPONSIBILITIES

I. Function: Provides Spiritual Shepherding / Leadership to Christ Presbyterian Members

- a. As a Teaching Elder, the Associate Pastor will occasionally lead worship, administer the sacraments, preach, and be involved with other aspects of the pastoral office as assigned by the Pastor and the Session.
- b. Preaches, disciples, evangelizes, leads in the observance of the sacraments.
- c. Provides pastoral care, in coordination with the Pastor and others in the church, for hospital and home visitations, counseling, marriages, and funerals.
- d. Provides other aspects of the pastoral office as assigned by and in cooperation with the Pastor and Session of Ruling Elders.

II. Function: Outreach Leader for the Congregation

- a. In conjunction with the Pastor and Session, casts the long-range outreach and evangelism plan.
- b. Focuses preaching on transformation and growth.
- c. Supports the vision and mission of the church, handing off ministry to lay-leaders.
- d. Equips and encourages volunteer lay leaders to be actively involved in meaningful ministries; continues to mentoring them to reach a skill level that enables them to effectively use their gifts; and connects with them periodically in a meaningful setting to evaluate how they are doing and to explore what they might do as a next step in growing their ministries.

- e. Assists the Pastor in the management of communication, including social media outlets and overall web presence, and other media forms.
- f. Reach and bring the un-connected and un-churched individuals throughout the local community.
- g. Inspire and equip our church community in valuing individual and group evangelism for the Kingdom of God.
- h. With the Pastor, train staff and congregation in the practice of evangelism. Serve as a subject-matter-expert on matters related to evangelism and outreach.
- i. Support opportunities for the congregation to engage in relationships with God's people through mission trips and local acts of service.

III. Function: Member of Session

- a. Serves as member of Session.
- b. Maintains efficient and effective lines of communication between self, staff, elders and other ministry leaders.

Position Future Goals:

- Lead forward on church strategy including initiation of a structured seeker-oriented outreach program (such as Christianity Explored or similar).

EDUCATION, EXPERIENCE and ABILITIES REQUIRED

- Must meet Ordination Requirement for the Evangelical Presbyterian Church denomination.
- Must have excellent oral and written communication skills.
- Must have basic computer skills including Word, Email.
- Ability to work with members of the staff, the congregation, the Session, and various committees and ministries in the development and operation of an effective program of mission outreach.

PHYSICAL REQUIREMENTS OF POSITION

This position requires the incumbent to be able to:

- Empathize with parishioners of all ages.
- Clearly communicate both verbally and in writing.
- Be involved in community-outreach activities outside the premises of the church.

WORK SCHEDULE OF POSITION

- Monthly Session Meetings.
- Quarterly goal / vision setting meetings with Pastor, Session, Director of Worship and Music, volunteer ministry leaders, and Personnel Advisor.
- Weekly working meeting with the Pastor, Admin Assistant, and Worship and Music Director to set priorities and coordinate ministry activities.
- Outreach to the unchurched in the community daily or almost daily.