



Community Evangelical Presbyterian Church, Owosso MI

Assistant Pastor of Community Life

Job Description: The Assistant Pastor of Community Life is responsible for overseeing and administrating the community life ministry of CEPC. Community life ministry is focused on discipleship of lay leaders, organizing ministries, and overseeing small groups.

Supervisor: Senior Pastor

Secondary Supervisor: The Session

Supervises: Discipleship in Church Ministries, Lay Leaders, and Small Groups

Status: Full Time/Exempt

Major Responsibilities

- Discipleship Leadership
 - Develop and facilitate leadership of small groups for all ages.
 - Nurture leaders in discipleship and evangelism.
 - Evaluate ministries according to a discipleship rubric.
- Organizational Support
 - Collaborate with the senior pastor and other staff members to ensure alignment of ministries with the church's mission and vision.
 - Implement systems for ministry coordination, communication, and volunteer management.
 - Oversee the organization of church events, including scheduling, logistics, and volunteer coordination.
- Teaching and Preaching
 - Prepare, train, and shepherd ministry leaders to disciple, organize and train volunteers
 - Occasionally assist in preaching responsibilities, maintaining theological integrity and adherence to Reformed doctrine
- Pastoral Duties
 - Pastoral responsibilities in corporate worship and administering the sacraments, when called upon.
 - Minister to families by collaborating with the Senior Pastor and other staff members.
 - Additional pastoral duties as assigned by the Session of CEPC.
 - Delegate responsibilities appropriately.
- Personal/Professional Development
 - Be accountable to the church Session and the Senior Pastor in public ministry and personal sanctification.
 - Pursue ongoing theological education and personal growth to enhance pastoral effectiveness and leadership skills.
 - Stay updated on trends and best practices in discipleship, organizational management, and pastoral ministry

Qualifications

- Reflects the love and compassion of Jesus Christ in one's life and work.
- Passionate for reaching and discipling individuals and families in the church and community.
- Master of Divinity from an accredited seminary.
- Ordained or ordainable in the Evangelical Presbyterian Church.
- Administrative skills for managing communication, teams, and planning events.
- Strong communication skills written and oral with diverse age groups.
- Teachable spirit, who is self-motivated, a problem solver with a positive attitude.



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Community EPC Purpose Statement: Community EPC is a Reformed, complementarian congregation with a heart for the Word, one another, and a desire to share Christ. We are a fellowship passionate about nurturing spiritual growth and fostering meaningful relationships with Christ, and one another, to advance the Gospel in our community.

The purpose of Community Evangelical Presbyterian Church is to glorify God and enjoy Him forever by loving God (discipleship, knowing and worshiping Him), loving one another (fellowship, caring and serving), and loving our neighbors (outreach, evangelism and missions).

The ideal candidate will have a caring heart, be theologically aligned, have a desire for disciple-making, and have exceptional organizational skills to support the efficient functioning of church ministries.

Our objectives are:

- Biblically accurate expository preaching.
- Loving pastoral care for the Body.
- Devotion to prayer.
- Congregational involvement in care groups and Bible studies.
- Christian education program to disciple all ages.
- Missionary outreach to our local community and throughout the world.

Those wishing to be considered for this position should e-mail their Personal Information Form and/or resume to pastorjason@communityepc.org.