

Job Description
Assistant Pastor
Christ Covenant Church
2192 Springdale Road
Cincinnati, OH 45231
(513) 542-9025

Job Description:

The Assistant Pastor will fulfill God's calling on him at Christ Covenant Church by supporting the Senior Pastor and Session in carrying out the Vision of Christ Covenant Church. He will give particular emphasis to discipleship, shepherding and equipping others for ministry and modeling leadership in a variety of capacities for the maturing of the members of Christ Covenant Church.

Responsibilities:

- **Preaching**
 - As assigned by the Senior Pastor; at least six times per year including special services.
- **Worship Leadership**
 - Administers communion at the Senior Pastor's request.
 - Performs weddings and funerals at the Senior Pastor's request.
- **Vision Implementation**
 - Attends monthly Session meetings as a non-voting participant and provides a voice in discussions.
 - Attends staff meetings.
 - Assures the implementation of the Vision and Mission of Christ Covenant Church in the areas over which the Assistant Pastor provides oversight.
 - Make use of preaching/teaching and other appropriate vehicles of communication (blogs, website, social media, etc.) to support the Vision and Mission of the church.
- **Adult Education**
 - Plans, oversees, and implements Adult Sunday School in conjunction with our discipleship team. Note: though expected to teach from time to time, much of the teaching can be delegated to others.
 - In conjunction with the Senior Pastor and the Children's Director, oversees the teacher training for Sunday School.

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- **Community Groups**
 - Provides administrative oversight for our community groups.
 - Recruits, trains and shepherds Community Group leaders
- **Outreach**
 - Provides staff support for our Outreach Team
 - Plans, oversees, and implements a churchwide outreach event at least once a year.
 - Teaches and equips members to participate in personal outreach and evangelism.
 - Assists the Missions Committee with vision and implementation.
- **Congregational Care**
 - In conjunction with the Senior Pastor and the Congregational Care Team, helps provide visitation to the sick and homebound.
 - Provides informal counseling as needed
 - Participates in the shepherding of individuals within the congregation
 - Is visible at important church events though not all general church events (has the right to use personal discretion here-).
- **Other**
 - Will assume other duties as assigned by the Senior Pastor
- **Personal**
 - Attends Presbytery, General Assembly/Denomination meetings as necessary.
 - Make continuing education a priority through attendance of various Pastor/Christian conferences.
 - Be accountable to the Senior Pastor to keep marriage and family in balance within the context of ministry.