

**ST. PAUL'S PRESBYTERIAN CHURCH**  
**ASSOCIATE PASTOR (Full Time Position)**

**PROFESSIONAL QUALIFICATIONS:**

At minimum, a Master of Divinity (or equivalent Degree)

Already Ordained or willing and qualified to pursue ordination with the Evangelical Presbyterian Church (EPC).

Christian and Reformed worldview in all aspects of life.

Minimum 3 years of ministry leadership.

Exhibit a strong work ethic and personal integrity

**PERSONAL QUALIFICATIONS**

A deep, abiding faith in Jesus Christ as Savior and Lord.

Exhibit evidence of Christian character and servant leadership as stated in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4 in work environment as well as in home/family setting.

Exhibit a spiritually balanced life (prayer, Bible study, rest, worship, financial stewardship).

Doctrinally aligned with St. Paul's and the EPC's 7 Essentials, doctrinal positions, mission, and core values.

Professional development via conferences, seminars, workshops or online teaching when available.

**ACCOUNTABILITY:** The Associate Pastor is called by the congregation of St. Paul's Presbyterian Church and accountable to the Senior Pastor, the Session and the Presbytery of the Alleghenies within the Evangelical Presbyterian Church.

**PASTORAL RESPONSIBILITIES**

Support the Senior Pastor in the overall vision casting and leadership of the church's teaching and weekend service planning, design and execution.

Preach at least one Sunday a month.

Teach minimum of 2 qtrs. of Sunday school, with one being a training in evangelism or leadership.

Rotate with other Associate Pastors to lead staff, deacon, and session meetings.

Meet weekly with other Associate Pastors to plan guidance for the churches mission and direction.

Rotate assisting in worship with other Associate Pastors when you are not preaching.

Recruit, teach, train, spiritually support and effectively supervise volunteers for adult small

groups and adult ministries within the church.

Show intense interest in the congregation, getting to know personal and family stories of the active members of the church, and provide pastoral care when called upon.

Assist with new member orientation classes.

Visit members in the hospital, care facilities, and homes as worked out with other pastoral staff.

Conduct funerals and weddings when asked.

Provide pastoral care to families; provide confidential pastoral counseling in emergencies and short-term basis, when requested.

Intentionally build relationships with congregation, and tend to the spiritual needs of the congregation as one who will give an account to God.

Provide coaching, mentoring, and bible teaching for congregation, particularly in areas of evangelism and leadership development.

Give leadership and guidance to committees and teams in conjunction with other Associate Pastors.

Participate in the Presbytery of the Alleghenies, attending Presbytery meetings and serving on a committee as able.

Become involved in the Somerset Ministerium.

Be Involved in the Somerset community, and communities south of Somerset.

Work with other Associate Pastors as it transitions with new staff coming on board.