



## Job Description

<b>Job Title</b>	Pastoral Resident	<b>Incumbent</b>	
<b>Department</b>		<b>Reports to:</b>	Senior Pastor
<b>Exempt/Nonexempt</b>	Exempt	<b>Indirect Reports</b>	
<b>Date Written</b>	8/5/20/24	<b>FT/PT</b>	
<b>Last Revised</b>	9/9/20/24	<b>Written by:</b>	
<b>Approved by:</b>			

### Job Summary:

All aspects of this job abide by the doctrines, policies, and practices of Covenant Presbyterian Church, as expressed from time to time, to include, but not be limited to its internal policies, its organizational and other governing documents, and the Constitutional documents of the Evangelical Presbyterian Church ([www.epc.org](http://www.epc.org)) consisting of the *Book of Order*, the *Westminster Confession of Faith* (including the *Larger and the Shorter Catechisms*), and the document “*Essentials of Our Faith*”.

Covenant’s pastoral residency exists to train future leaders in gospel ministry. The resident will gain experience in a well-rounded set of pastoral responsibilities with a special emphasis on missional engagement and discipleship. The resident will also complete assigned reading with regular mentoring from the Senior Pastor. Learning assignments shall include needed preparation toward ordination in the EPC.

*The primary goal of this position is to manage their job duties to reflect the church mission “To know Christ and to make Him known.”*

### Essential Job Duties:

#### Preaching and Teaching

- Participates regularly in worship leadership
- Preaches at the request of the Senior Pastor (approx. 12 times per year)
- Teaches classes in collaboration with the Adult Discipleship Committee

#### Pastoral Care

- Prays regularly for congregation and for community of Omaha
- Participates in providing pastoral care to congregation
- Assists in funerals/memorial services

#### Discipleship

- Helps implement vision for an effective assimilation process for welcoming guests, connecting new members to the discipleship ministries of the church community.
- Initiates discipleship groups, equipping leaders for the multiplication of further discipleship groups.
- Provides focused teaching to equip Covenant in discipleship ministries.
- Assists Senior Pastor in leadership development across Covenant ministries.

### **Small Groups**

- Shall participate in Covenant's small group ministry as a group leader.
- Shall assist in recruiting, training, and equipping small group leaders.

### **Missional Engagement**

- Helps to implement overall strategy to encourage development of a missional culture at Covenant; may teach classes, provide special retreats, or seminars to that end.
- Provides leadership, support, training, creative input, and collaborative oversight for ministries of evangelism.
- Assists Covenant staff in incorporating evangelism into all programs/events.
- Trains and equips the Covenant members to actively share the Gospel.
- Utilizes strategic relationships/partnerships between Covenant and other mission efforts, local, and global.
- Assists in leadership of Kingdom Growth Committee, Mission, and Covenant Connections Committees; attends regular meetings of the committees and special events sponsored by the committees.

### **Learning Tasks**

- Reading as assigned by Senior Pastor for discussion with Senior Pastor.
- Completion of requirements toward ordination.

### **Contact With Others:**

Internal: Has daily contact with Covenant members, office staff, leadership teams, and volunteers. Collaborates with committees for mission and discipleship ministries. To that end, the pastoral resident shall...

- Meet weekly with the Senior Pastor
- Meet weekly with Covenant staff
- Attend Session meetings
- Pursue personal relationships with individuals and with groups throughout Covenant
- Collaborate with Adult Discipleship, Kingdom Growth, Mission, Covenant Connections, and Communication Committees

External: Has regular contact with mission partners; maintains a godly relationship with all outside the church; seeks to reach out to individuals in the community with the news of the gospel and the love of

Christ. The pastoral resident will also attend the regular meetings of the Presbytery of the Great Plains as part of their learning experience.

### **Supervisory Responsibilities:**

This position does not entail supervisory responsibilities of other staff members but will involve providing leadership to particular Covenant committees: Kingdom Growth, Mission, Covenant Connections, and Communication.

### **Skills, Knowledge and Abilities:**

Qualifications:

- A strong and growing relationship with Jesus Christ
- A passion for people and a vision for reaching the world for Christ through sharing the gospel and shepherding the flock of Jesus
- Experience engaging the unchurched with the gospel in multiple cultural environments
- A relational and outgoing communicator who is able to interact positively with a wide variety of personalities and applies Biblical truth in interactions with the congregation and individuals
- A demonstrated history in developing partnerships with missionaries, mission organizations, and community groups and in recruiting, leading, equipping, and supporting volunteer ministry committees
- An organized and self-motivated multi-tasker
- Proven experience demonstrating an evident call to pastoral ministry
- Ordainable in the EPC with MDiv from an accredited seminary; Applicants in their final year of an MDiv degree may also be considered for the position.

### **Equipment Used in This Position:**

This position should have understanding of Microsoft Word, Microsoft Excel, phone, printer, and social media communication channels.

### **Physical Activities and Work Environment:**

Must be able to see, hear, speak, finger, grasp, walk, stand, bend, and sit. Periodic travel by automobile may be required. This position is an office job and not exposed to adverse work conditions.

Work Schedule: This position is exempt. It can involve both early mornings and late evenings, sometimes on the same day. The position may also involve some extra weekend times for special events.

**THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE OF WORK BEING PERFORMED BY PEOPLE ASSIGNED TO THIS CLASSIFICATION. THEY ARE NOT INTENDED TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL RESPONSIBILITIES, DUTIES AND SKILLS REQUIRED OF**

**PERSONNEL SO CLASSIFIED. NOTHING IN THIS JOB DESCRIPTION RESTRICTS MANAGEMENT'S RIGHT TO ASSIGN OR REASSIGN DUTIES AND RESPONSIBILITIES TO THIS JOB AT ANY TIME.**

Incumbent's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

P & P Member: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Session: \_\_\_\_\_ Date: \_\_\_\_\_