

Brainerd Presbyterian Church, EPC

Pastoral Assistant

Job Description

Job Summary

The Pastoral Assistant, working closely with the Pastor, will serve Brainerd Presbyterian Church by assisting in the ministry of the church.

Accountability

Reports to the Pastor with additional accountability to the Session

Duties and Responsibilities

- Oversee educational ministries, especially children and youth
- Train and equip volunteers and members
- Participate in the Worship Service congruent with Pastoral Assistant's giftedness
- Administrative tasks
- Technology Support
- Community Outreach
- Other duties and responsibilities as determined by the Pastor

Qualifications

- Growing relationship with Jesus Christ
- Bachelor's degree required; masters degree in theology, ministry, or divinity preferred
- Able to affirm and adopt the Westminster Confession of Faith and EPC's Essentials of Faith and committed to abiding by the EPC Book of Order
- Knowledgeable regarding Scripture, theology, and ministry
- Experience in discipling, equipping, training
- Excellent and effective written, verbal, and nonverbal communication skills
- Able to represent the church in a professional manner in a variety of settings
- Committed to the interdependent and collaborative nature of relationships with church staff members
- Able to connect with people of diverse ages and backgrounds
- Musical abilities preferred
- Bilingual or knowledge of Spanish preferred

If interested, please send resume and cover letter to dane.deatherage@gmail.com.

Brainerd Presbyterian Church

Chattanooga, TN

bpcepc.org

423-899-2424



Brainerd Presbyterian Church exists to glorify God through worship and love, and we are looking for qualified candidates who can assist the pastor and Session in the execution of ministry. For a detailed list of responsibilities and qualifications, please see the job description (above).

Brainerd Presbyterian Church is in Chattanooga, TN, in the community called East Brainerd. We are located on Jenkins Road, a residential area. We have been a worshipping community since 1939 and were originally located on the corner of Tuxedo Avenue and Brainerd Road. We have 160 active members, and before the pandemic we were averaging about 110 people on Sunday mornings.

Brainerd's ministries include two worship services (one English and one Spanish), Sunday School, Los Redimidos (our Spanish-speaking ministry), age-based ministries, VBS, choir, Missions Committee, and other opportunities. If you would like to inquire further about the opening, please email inquiries and resumes to dane.deatherage@gmail.com.