

Evangelical Free Church of Meadow Lake

Associate Pastor Job Description

Updated May 2, 2023

Qualifications

1. Shall be a man of true Christian experience and established character whose life reflects a love for the Lord. He shall qualify for this office according to the standards of 1 Timothy 3:2-7 and Titus 1.
2. Shall demonstrate a commitment to the statement of faith of the Evangelical Free Church of Canada.
3. Shall have a definite sense of call to ministry.
4. Shall have strong relational and communication skills with ministry leaders.
5. Shall be self-motivated.
6. Shall have a reasonable grasp of cultural and societal issues.
7. Shall have appropriate biblical training and ministry experience.
8. If married, they shall have the support of spouse.
9. Shall be, or become (within a reasonable period of time) a licensed minister in the Evangelical Free Church of Canada.

Ministry Responsibilities

1. Shall provide oversight and support to existing youth ministry.
2. Shall lead a team-based model of identifying and developing youth leaders who are invested in ministry to the youth of this church family and community.
3. Shall attend youth events as needed or as time allows
4. Shall partner with youth leaders to follow-up with youth following graduation and facilitate their connection with Christian community after moving to another community.
5. Shall work with the Senior Pastor and Elders in the caring ministries of the church as needed (sick, hospital, shut-ins).
6. Shall be available to preach up to 10 times per year, as responsibilities and calendar allow, and shall cover the pulpit ministry when the Senior Pastor is unavailable.
7. Shall participate in all regularly scheduled church council meetings.
8. Shall be an example to the church in how they should be reaching out to, be involved with, and demonstrating Christ in the local community, through volunteer involvement and interaction. Examples: participation on boards, recreation groups, coaching, school groups, Bethel Gospel Camp etc.)
9. Shall pursue regular personal and professional development opportunities, as defined by the Memo of Understanding.
10. Shall participate in the Prairie District and EFCC in order to facilitate a close relationship between the church and conference, as well as in the local ministerial where possible.

Evangelical Free Church of Meadow Lake

Associate Pastor Job Description

Updated May 2, 2023

11. Shall spend adequate quality preparation time for teaching and equipping responsibilities.
12. Shall be available to perform baptisms, baby dedications, weddings, and funerals when needed or requested.
13. Shall seek to establish relationships with congregants for the purpose of discipleship.
14. Shall seek opportunities to foster community within the Church.
15. Shall encourage cross-generational interaction
16. Shall provide support to all church programs and activities where possible and where requested by the elders or council (e.g. education, missions, outreach, etc.).
17. Shall incorporate personal gifts, interests, and passions into their responsibilities and work plan (E.g.: missions, small groups, drama, service, worship, elderly, Door of Hope, Youth Center, Bethel Gospel Camp etc.)

Accountability

1. Shall be under the direct supervision of the Senior Pastor.
2. Shall be accountable to the Senior Pastor, Elders and ultimately to the congregation.
3. Shall develop appropriate coaching and mentoring relationships for personal and professional growth and feedback.
4. Shall be subject to a formal evaluation process every two years.
5. He shall maintain written/verbal reporting as directed by the Senior Pastor and Elders.
6. Shall participate in regular staff meetings and elders meeting ***when requested***.
7. Shall develop and maintain a ministry work plan, and update and review the work plan with the senior pastor at least quarterly.