

CITY CENTRE BAPTIST CHURCH INC.

Ministry Staff Position Description

Pastor of Discipleship Ministries

Method of Appointment: Recommended by the Senior Pastor, reviewed by the Elders and ratified by the combined Ministry Board.

Accountability: The Pastor of Discipleship Ministries reports to the Associate Pastor for his daily leadership and overall ministry strategy. He is ultimately accountable to the Senior Pastor (and through the senior pastor to the Board of Elders). The Pastor of Discipleship Ministries will submit a yearly ministry plan prior to the fall kick-off and will be reviewed annually based on this job description and the yearly ministry plan.

Status: Permanent Full-time (40 hours per week)

Remuneration: Salary/benefits established by the Ministry Board and reviewed annually

Works closely with: Pastoral Staff, Office Staff, Ministry Board, and Congregation.

Supervises: Supervises and gives direction as appropriate to lay Volunteers.

Qualifications:

Since the Pastor of Discipleship Ministries plays a major role in the faith development of the church, both as a leader and as an example, CCBC seeks a professional leader who has a solid understanding of the foundations of the Christian faith and doctrine and who has a strong desire to nurture people in the Christian faith. We seek a person who generates creative ideas and relational programs, and a person who values a team concept of ministry. Therefore, the following qualifications are desirable.

- Biblically qualified as an Elder/Pastor as per: 1 Tim 3:1-7; Titus 1:6-9; 1 Pet 1-4. (If married, his wife, must also meet the biblical standards of an elder's wife)
- Models an active and growing Christian faith, character, lifestyle, and testimony
- Firmly embraces evangelical Baptist theology. Unconditionally commits to follow and champion the Doctrines, Covenants, Mission, Vision and Core Values of CCBC
- Demonstrably gifted in the areas of leadership, teaching, communications, and interpersonal engagement
- Evidences a caring heart for people, and a passion for souls. Relates well multi-culturally.
- Spiritually mature; a team player; an accountable servant-leader with a teachable spirit
- Theological Accreditation, preferably at the Bible College level
- An active or contingent CCBC Member

Summary:

The Pastor of Discipleship Ministries is responsible for designing, developing and maintaining all discipleship-focused ministry targeting the adult population of the church. He is to be a leader of leaders, working alongside the senior leadership, in equipping the church for Christian living and works of service through a balanced program of Christian Education, with an emphasis on the teaching and application of sound doctrine and grounding in Biblical truth. The goal is a church family that is Scripturally literate, spiritually growing and actively participating in one another's lives to build up the body of Christ.

Specific Responsibilities

1. Adult Ministry Groups (30%)

The Pastor of Discipleship Ministries will provide direction and oversight to the various adult ministry groups at CCBC, including Men's Ministry, Ladies Ministry, Senior's Ministry (Evergreen), and Arabic Ministries (in development). This will include:

- Casting vision, recruiting and training leadership for each adult ministry program
- Meeting regularly with leaders to review ministry outcomes and support their growth and leadership
- Facilitating the development of programs, curricula and events that align with CCBC ministry objectives and momentum for vibrant growth

2. Small Groups (30%)

The Pastor of Discipleship Ministries will oversee the Small Group Ministry of CCBC, the dual purpose of which is to facilitate true spiritual growth through study of God's Word and promote authentic community through rich, caring and spiritually accountable relationships. To this end, the Pastor of Discipleship Ministries will:

- Develop, implement and maintain a comprehensive strategy for Small Groups, including the four core areas of:
 - On-boarding – the process by which people find out about and join an appropriate group
 - Leadership Training – the process of educating and nurturing the appropriate spiritual maturity and leadership skills within those called to facilitate and/or host groups
 - Curriculum – the selection of appropriate, Biblically based material for study
 - Maintenance – following the process of the various groups, providing appropriate coaching/evaluation/correction as necessary; ensuring that equipping is taking place in the areas of spiritual disciplines, giftedness, stewardship; and monitoring the birth of new groups
- Coordinate the integration of church-wide study topics through the Small Groups (e.g. in conjunction with a sermon series or ministry focus)
- Cascade community development and church communication through the Small Groups

3. Class-Based Learning and Alternatives (30%)

Our vision for discipleship is eclectic and contextual. We want to create a network of small communities that may be task or ministry oriented, study oriented, crisis oriented, care oriented, etc. The goal is connectedness, community and growth in an appropriate environment, whatever the level of need might be. To this end, the Pastor of Discipleship Ministries will:

- Assess the status and needs to the congregation and work strategically to design and implement classes and programs that will address both specifically and holistically
- Work to incorporate assessment of spiritual gifts and deployment of people in appropriate areas of growth and service
- Consider the incorporation of healing and recovery ministries such as Divorce Care, Grief Share, Celebrate Recovery as well as counselling ministries

General Responsibilities (10%)

Depending on gifting, the Pastor of Discipleship Ministries will also share in other general pastoral duties as required and in consultation with the senior Pastor.

Pastor traits

- desire to serve and please the Lord Jesus above all; a life marked by faith, a disciple convinced that Jesus is the only answer for a sin-sick world
- living and growing personal relationship with Christ is evident in words, deeds and fruit of the Spirit; leads by example and with conviction
- convinced of the unqualified truth and relevance of the Bible
- passionate about leading people to Christ and helping believers to have a closer walk with Him
- effective teacher, communicator and motivator
- not a people-pleaser (fearing God rather than men) but balanced with humility and being a team player
- one-on-one relationship builder who is empathetic and energized by people
- blameless, full of integrity and consistent
- hard worker and self-starter
- Earnestly seeking Christ in every area of his life; growing every day and wanting to share his journey with others
- Passionate about people and helping them come to a deeper relationship and understanding of Christ
- Uses Biblical truth when teaching, preaching, or conversing with others; not willing to compromise with what the Bible says
- Understands God's place for him in the Church; able to lead confidently, embrace a high profile but does not seek the spotlight
- Wisely manages the pressure of the role; understands when to act and when to pray; able to take care of himself (spiritually, physically, relationally)