

Wellesley Mennonite Church
Job Description – Associate Pastor

Vision Statement:

We are a Christian faith community that is being transformed by God's love and care for us. We invite one another into active relationship with God, with each other, and with our broader community. Together, we want to continually grow as Christ's disciples of healing and hope who worship, learn, and live generously.

Position: Half-time (0.5 FTE)

Accountable to: Lead Pastor, Staff Relations Committee, Leadership Team, the Board of Directors

Date: October 2019

This role would look to complement the lead pastor's role while also having direct areas of responsibility and accountability to the congregation. Creating a collaborative environment of mutual encouragement and synergy of gifts is the goal to which we encourage our pastors to aspire.

The Associate Pastor will encourage, inspire and articulate the congregation's vision of our goals and mission. This position works within a team environment that is led by the pastor to equip and enable the congregation as we seek to meet our vision for the vocation that God is calling us to. We see ourselves as a loving and caring congregation that seeks to:

Worship

The ideal candidate will assist the congregation with worship, music, rituals and creative engagement with scripture that will include:

- Oversee creative intergenerational participation in music & worship by nurturing and collaborating with congregational gifts
- Lead and support choirs, children's music, Praise Team, etc.
- Preach at least once month
- Worship lead once a quarter
- Lead congregational sharing and prayer once a month
- Participate at communion, baptism, membership transfer and child dedication services along with assistance of Elders
- Assist in planning for special services (e.g. Good Friday, Christmas Eve) with Worship Committee

Faith Development – Who is God calling us to be?

The Associate Pastor will assist the congregation with Christian Formation activities that include:

- Be the primary Pastoral resource to KFC (Kids For Christ gr 1-5), JR. Youth (gr 6-8) and Mennonite Youth Fellowship (high school age) and attend meetings as required.
- Young Adult Ministry is shared with the Lead Pastor.
- Meet with Christian Formation Committee and leaders. Set and evaluate direction of overall Christian Formation activities in the church
- Lead an occasional Youth class
- Lead Jr Christian Formation once a quarter
- Connect with parents to build relationships with families and assist in nurturing the faith of their children

Children and Youth Ministries

This position will assist the congregation to integrate the Youth & Children's Programs, including:

- Evaluate the ministry goals and strategies and provide direction for these goals / strategies
- Attend and assist with planning meetings with sponsors
- Regularly attend youth and children's events as determined with leaders and sponsors
- Primary resource to Vacation Bible School committee representing WMC; participate / lead in program activities

Administration

Administration activities for this position include:

- Meet as a Ministry Team regularly (to ensure communication, team building, cohesiveness of ministry, and to navigate concerns and pray together); occasional retreat days (for longer – term visioning / planning)
- Attend scheduled staff meetings (for communication, schedule coordination, team building and prayer)
- Assist with administrative duties regarding Youth & Children's programs
- Attend Board of Directors / Elders meetings as needed

Pastoral Care:

- Provide primary Pastoral care to families of children and youth
- Assist at weddings and funerals when requested

Broader Church activities that include:

- Work cooperatively with local churches & youth leaders to develop inter-church and interdenominational youth ministry events as time permits
- Attend Mennonite Church Eastern Canada (MCEC) annual Spring gathering
- Participate in pastors' events of MCEC as time permits

Continuing Education & Accountability:

- Participate in MCEC continuing education opportunities and Pastors events in consultation with Staff Relations Committee (SRC)
- Meet with SRC as required
- Meet with Leadership Team at least twice per year

The ideal candidate will possess the following characteristics:

- Relational: enjoys working with all ages, enthusiastic, caring and sensitive
- Musical skills. Competent with musical instrument(s) an asset
- Flexibility and creativity
- Leadership: confident, supportive, ability to inspire people to grow into their gifts
- Strong organizational skills
- Excellent written and oral communication skills

Qualifications

- Models a Christian understanding of our anabaptist Mennonite faith
- Training or relevant experience in pastoral ministry (Music, Children and Youth Ministry, Christian Formation)
- Credentialing recognized by MCEC or willing to be engaged in the credential process.