



## REDEEMER PRESBYTERIAN CHURCH JOB DESCRIPTION

**Position:** Assistant Pastor (Director of Congregational Growth and Care)  
**FLSA Status:** Exempt  
**Band:** 8P  
**Reports to:** Lincoln Square Pastor  
**Date:** June 15, 2017  
**Hours:** Full Time; must work Sundays

### **Position Summary**

This position is open to ordained ministers in the Presbyterian Church of America. The position oversees the congregational growth and care of the Lincoln Square congregation, focusing primarily on developing and mentoring lay leaders and volunteers, connecting new and non-believers and providing pastoral encouragement, support and resources for new lay ministry initiatives. As the Lincoln Square congregation is launched, this position will largely emphasize new growth, outreach and mobilizing lay people, but also includes a component of pastoral care, community formation and leadership in worship. This position envisions a highly collaborative, dynamic, team-based approach to ministry within the Lincoln Square staff team, across congregations and between staff and volunteers.

### **Job Description**

#### **Congregational Growth and Development**

- Leaders and Volunteers:
  - Train, encourage and motivate volunteer leaders in order to build and grow a gospel-centered, missionally driven, and culturally engaged congregation
  - Provide support, encouragement, training and care to leaders throughout the congregation, particularly to support lay ministry initiatives
- Community and Programs:
  - Stimulate and encourage the development of a culture of inviting and gathering by helping to create programs and systems for evangelism (seeker groups, etc.), community building, assimilation and membership to grow and strengthen the congregation
  - Develop and execute assimilation initiatives to increase commitment to Redeemer Lincoln Square, including but not limited to increased membership, Community Group participation and number of congregants committed to Lincoln Square

#### **Congregational Care through Community**

- Oversee community formation for the Lincoln Square congregation
  - Provide pastoral support and organizational resources to Community Groups

#### **General Pastoral**

- Assist the Lincoln Square Pastor in major strategic initiatives including developing key leaders, families, prayer, cultivating potential donors, etc.



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- Advise and support Lincoln Square Pastor primarily in the areas of congregational growth, community formation and evangelism and growth
- Preach as necessary, though on a limited basis
- Worship lead
- Teach courses, membership or provide leader trainings as necessary
- Provide pastoral care and counseling to congregants
- Regularly seek relationship with non-believers
- Report regularly and directly to the Lincoln Square Pastor who is seeking to develop a strong leadership team and a highly collaborative leadership culture

### **Qualifications**

- Need to embrace Redeemer's vision and have a gospel-oriented heart for New York City.
- Candidate should be ordained in the Presbyterian Church of America and be aligned with the core theological principles of Redeemer, including its core ministry values.
- Minimum 4 years of college and theological degree from an accredited seminary or equivalent.
- Must be a dependable, team player and entrepreneurial self-starter with ability to take initiative.
- Strong problem solving and pastoral skills required.
- Ability to mobilize and support lay volunteers, provide pastoral counsel and gather people required.
- Minimum four years of full-time ministry in an urban context.
- Previous experience in multi-ethnic environments strongly preferred.
- Work hours are generally flexible yet must be available for evening and weekend meetings.

### **Skills & Experiences**

Excellent organizational, pastoral, communication and interpersonal skills. Proficient in MS Office applications (Word, Excel, etc.) and online applications (Google docs, Facebook, etc.). Ability to work collaboratively, as job performance will be measured in part on ability to support and interface with other ministries and congregations. Commitment to understanding and spending significant time in the Lincoln Square area of Manhattan in order to better understand its distinctiveness as a context for ministry.