



Exalt ♦ Edify ♦ Evangelize

447 County Line Road, Gilbertsville, PA 19525 ♦ Office Phone 610-367-5955 ♦ [www.gbcbgiltbertsville.com](http://www.gbcbgiltbertsville.com)

## **Associate Pastor**

Reports to: Lead Pastor & Deacons

Classification: Full-Time

Time Requirements: 40 hours per week

## **What is Grace looking for?**

This position oversees the Family (Youth & Children) & Music Ministry of GBC Gilbertsville. The associate pastor works with the staff to disciple congregants, reach new believers, and identify and develop new leaders in alignment with the church's vision.

The individual must be a team player with solid administrative, organizational, and interpersonal skills. This person must be able to develop healthy relationships with individuals, volunteers, and parents. This person must be able to lead a team-focused culture where individuals are able to grow spiritually, and the ministry is able to grow numerically. The associate pastor is expected to invest in recruiting and developing volunteers and future ministry leaders.

## **Primary Responsibilities**

Leadership and Management: Pastor, lead, manage, and administer Grace's Family & Music Ministry

1. Work with the Lead Pastor to lead and develop ministries for the glory of God and the growth of the church: IMPACT, AWANA, VBS, Children's Church, Sunday School, Worship Music, Choir, and any other delegated ministries.
2. Attend all required meetings.
3. Select and/or develop a curriculum for children's ministry.
4. Recruit and develop leaders for different areas of ministry, with a focus on families and music.
5. Select worship songs and lead congregational singing.
6. Select choir music and direct the choir.
7. Preach (when scheduled).
8. Coordinate with communications, social media and, if needed, outreach ministry to promote programs for evangelistic and discipleship purposes.
9. Coordinate group leaders to build a growing and multiplying culture.

10. Teach classes for Sunday school, small groups, general discipleship, and/or leadership and ministry development courses.
11. Coordinate individual meetings with core ministry team members for evaluation, encouragement, and feedback.
12. Assist with pastoral counseling as needed.
13. Grow spiritually by attending classes and reading various books.
14. Pray daily for the youth, families, volunteers, and leaders.

## **Qualifications**

- Meet the qualifications of 1 Timothy 3:1-7 and Titus 2.
- Model the heart and temperament of a pastor.
- Hold beliefs consistent with the church's doctrinal and theological beliefs.
- Possess administrative, organizational, and interpersonal skills.
- Desire active participation in the life and ministry of Grace.
- Meet child protection (including PA requirements) policy requirements.
- Be ordained or be willing to become ordained.

## **Educational Requirements**

- A bachelor's degree in theology or ministry degree is preferred but may be substituted with comparable ministry experience.
- Minimum 3 years ministry experience preferred. Comparable church or parachurch experience will be considered.

## **Background Check**

Potential hires must pass a background check.

## **How to Apply**

Email a cover letter and resume to [adam@gbcgilbertsville.com](mailto:adam@gbcgilbertsville.com).

**Job Type:** Full-time

**Schedule:** Sunday to Thursday (Friday and Saturday – as needed)

## **Benefits:**

- Pay: \$50,000 per year
- Health coverage (Samaritan Ministries)
- Paid time off
- Moving Expenses
- Continued educational opportunities and provision