

Columbine United Church - Associate Pastor Job Description

Purpose

This full time position of Associate Pastor for Columbine United Church will drive engagement and connections within the congregation and the community as well as facilitate small group fellowship. The position will share duties with other staff pastors including pastoral care, preaching once a month and other ministerial responsibilities.

Accountability

Reports to the Senior Pastor/Head of Staff.

Pastoral skills should include:

- Visionary to see and understand the bigger picture
 - Project management tools of analysis and
 - Ability to implement the vision
 - Focus on community for young adult members
- Critical communications that contribute to the life of the church including
 - Dynamic preacher
 - Spiritual teacher
 - Pastoral counselor
 - Understand and effectively use all forms of social media
 - Gregarious
 - Build relationships/inspire confidence and trust
 - Motivates individuals and groups
- Time Management
 - Self-starter and self-monitoring
- Volunteer recruitment and development
 - Ability to delegate tasks and projects appropriately

Other general responsibilities

- Attend and contribute to the monthly Council meetings.
- Attend and provide support and pastoral leadership to designated church committees as negotiated with the pastoral staff and according to gifts and interests of the candidate.
- Hospital visitation, nursing home visitation in rotation with other members of the pastoral team.
- Short term counseling with those needing a listening ear or in crises situations.
- Officiate at funeral/memorial services as needed and requested.

Worship Responsibilities

Participate in Sunday morning services as well as special services providing preaching/prayers/other leadership as requested by Head of Staff.

Teaching Responsibilities

Lead adult education as negotiated with the Adult Education Committee on Sunday mornings and other times.

Qualities and Skills

- Must be a team player, willing and able to collaborate with other pastoral leaders, church staff, committee members, and the congregation with a kind and willing heart.
- Must be able to work under a high degree of autonomy in a highly creative environment.
- Able to lead, love, and serve people from a variety of backgrounds; relate across cultural, ethnic and socioeconomic lines; and celebrate LGBTQ individuals, couples and families.
- Must be technologically-proficient and comfortable in a digital culture using a wide range of social media.
- Gifted in care, comfort, and pastoral counseling with very clear pastoral boundaries. Possess a high degree of emotional intelligence and a hearty sense of humor.
- M.Div. from an accredited theological institution with appropriate endorsement denominational endorsement. (United Church of Christ)

Time and Compensation

Full time

Compensation – negotiable –