

JOB DESCRIPTION

ASSISTANT PASTOR

Purpose:

Reporting directly to the Senior Pastor, this role's key function is in fulfilling the Vision that God has given Gateway Church and working closely with Church Leaders (Elders, Trustees, Life Group/Team Leaders) leading others into a growing relationship with Jesus Christ. To implement strategic plans to support Vision and Community. To be fully in agreement with Gateway's Vision and Constitution.

Responsibilities:

- Vision: work with the Senior Pastor and Leadership team to develop and implement God's vision for the fellowship;
- To work closely with the Senior Pastor to further develop the vision of a relational and collaborative culture with the key aims of inspiring, advancement and growth of church family;
- To communicate the vision corporately, individually and schedule team meetings to follow up/health check;
- Be involved in the strategic leadership and development of the church in all areas, delegating responsibility where appropriate, and assisting others in taking initiative;
- Together with the Senior Pastor, oversee and support the various ministries and outreaches currently in place. In addition, to review and put forward ideas so that the ministries/outreaches are continually relevant and appropriate for the Fellowship and Community;
- Work closely with all Team Leaders to develop and implement an effective strategy to recruit, equip and support the volunteer network amongst the various ministries. To ensure the areas of the fellowship that require volunteer staff are fully manned, where practicable;
- Develop innovative strategies for new ministries the fellowship engages with. Work with the relevant Team Leader(s) for implementation;

LIFE GROWTH BELONGING

- Closely co-ordinate with operations on relevant projects/events where necessary;
- Speak at/or Lead various meetings as agreed with the Senior Pastor;
- Provide pastoral encouragement/counsel to various leaders/members where necessary and appropriate from time to time;
- Oversee publicity/visibility both internally and externally, liaising with relevant departments such as operations, media, community etc;
- To be the initial point of contact for requests, needs, ideas, suggestions;
- Administration:
- Assist in the development of innovative processes to support smooth running of the fellowship.
- Together with the Senior Pastor, manage speaking rotas and ensure full communication and support to the relevant individual(s).
- Manage external speaker visits and related duties.
- Represent the fellowship at various community forums.
- Liaise with various departments / individuals relative to the role of Assistant Pastor and on behalf of the Senior Pastor;

Profile:

- An individual who is seeking to grow and develop for future senior leadership;
- Someone who loves people, and has a passion to see them develop, grow and find their purpose;
- Has a passion for the wider community;
- Someone who is driven with purpose, seeing this role as a calling than a source of livelihood.
- Is a forward-thinker, with the ability to demonstrate resourcefulness and innovation;
- Someone who is a keen learner, wants to develop and grow in this role, is teachable, ready to receive feedback and instruction, is a role model in humility, and an excellent team-player;
- Good IT and written/verbal skills
- Exhibit evidence of Christian character and servant leadership both in the work environment and home/family setting;

LIFE GROWTH BELONGING

- Passion to see believers acknowledging and utilizing their spiritual gifts in ministry and service;
- Skills: organization, self-motivation, good written/verbal communication skills; cooperative spirit, compassion;
- Recognises and is fully passionate about God's design for the local church.

Hours of Work/Benefits

- Contract: Permanent - Part-Time with a minimum of 25 hours a week
- Salary: £23,750
- Holidays: 25 days per annum (pro-rata)
- Other benefits: Pension Scheme (details to be provided on appointment)

Application Process:

Advertised internally - Newsletter etc.
Advertised externally - AOG
Media etc.
Facebook

Interview Process:

Stage 1: Chairman of Trustees + Senior Pastor
Stage 2: Senior Pastor + Elder(s)

Reply to: Recruitment email: vacancy@gatewaychurch.wales

LIFE GROWTH BELONGING