

GREATER PROVIDENCE BAPTIST CHURCH
2000 Milton Road, Charlotte, NC 28215

ASSOCIATE PASTOR OF MINISTRIES

Status: Full time/40 hours a week Workdays: S/M/T/W/Th Reports to: Senior Pastor

POSITION OVERVIEW

The Associate Pastor of Ministries (APOM) is, before all other functions, a pastor with primary responsibility to the Gospel ministry. As such, the APOM will lead and serve in a wide variety of ministerial capacities, which may include teaching, missions, pastoral care, officiating special services, preaching, outreach, and other functions. The APOM role is that of a lieutenant: Within the church organization, the APOM will work closely with the Senior Pastor to lead the staff, guide the efforts of various church ministries, organize resources and develop strategies to support the church's mission.

DESIRED EDUCATION:

Bachelor's Degree from an accredited college or university
Master's Degree from an accredited theological seminary required

EXPERIENCE:

Requires a minimum of 3 years of experience as a leader in a non-profit, or ministry with substantial experience managing/leading teams of other professionals. Must have a proven track record of effective leadership.

KEY RESPONSIBILITIES AND JOB DUTIES:

- Empower, support, direct and guide the associate ministers and church ministries (except for Deacon and Trustee ministries) in close cooperation with the Senior Pastor.
- Supervise and direct the efforts of non-pastoral church staff and volunteers in the following areas/functions:
 - HR/Office Administration (except for the Finance Department)
 - Finance administration assistance
 - Facilities and Operations
- Support the mission of the church through collaborative planning, analysis, oversight, evaluation, and leadership across the breadth of church ministry programs. Ensure ministry efforts are effective and accomplish the designed purposes.
- Foster an atmosphere of professional excellence among the staff, providing or identifying opportunities for enrichment, development, and growth. Formulate appropriate measures of success for various ministry efforts and evaluate effectiveness regularly.
- Direct the facility, support, and human resource assets of the church effectively, such that the church is equipped to do its work. Oversee the efforts of support staff and volunteers to ensure proper care of the campus.
- Champion a program of sound infrastructure maintenance on the campus, giving particular attention to systems that are vital for long term health and growth of the church.
- Participate in weekend worship programs and be available before/after services on Sundays.
- Perform baptisms, weddings, funerals, and counseling as necessary
- Coordinate pastoral care for church members (hospital visits and follow-up).

Confidential inquiries to: Dr. Joshua W. Scott, Senior Pastor, pastorscott@greaterprovidence.org