

Position Description

Menai Baptist Church

Associate Pastor
(Full Time)

Associate Pastor Relationships



Directly Responsible to Lead Pastor, MBC

Accountability Regular performance reviews to be conducted by the Lead Pastor and delegated others. Accountability is through the Lead Pastor to the Leadership Council and then to the Church membership.

Annual through Lead Pastor
3 Yearly through the Leadership Council
(as church membership representative)

Key Internal Relationships

- Lead Pastor & Pastoral Team
- Leadership Council
- Connect Groups Ministry Team
- AM Service Teams
- Office Admin & Comms

Key External Relationships Denominational Reps in relevant positions

Compliance with Child Protection laws & Safe Church Practices

Associate Pastor Role Purpose

MBC is a growing church. In the last few years, despite the challenges the COVID pandemic has presented, we have welcomed lots of people reconnecting with church or engaging for the first time. It is an exciting time; we are witnessing people not only connecting with church but also seeking to follow Jesus; be disciples. However, as we are growing larger, we also want to grow deeper. We want to ensure people have deep roots in God's word, abiding with and in Christ Jesus, filled with the His Holy Spirit and so live a life that exemplifies their love of God and love of others. We need good discipleship practices and spiritual formation. This is why we are seeking an Associate Pastor for Discipleship and Spiritual Formation to join our church and Pastoral Team at MBC.

The Associate Pastor for Discipleship and Spiritual Formation will seek to enable the deepening of disciples in their love and knowledge of the Lord Jesus Christ by equipping and encouraging individuals and teams in formation of Spiritual disciplines and practices. The discipleship and pastoral care oversight of adults (25-60) will be their key responsibility, including responsibility for coordinating the AM service.

The associate pastor will form a part of the Pastoral team who actively supports and encourages other Pastoral Team members, with a shared mission of implementing the ongoing Vision and Values of MBC.

Associate Pastor Capability Profile



CHARACTER AND CONVICTIONS

- A life that exemplifies a desire to know Christ more fully and intimately through a commitment to their own spiritual practices and a robust understanding of the Scriptures.
- A life that models a commitment to community through deep relationships with both those outside a church context and those within
- Demonstrated passion for God’s Mission in the local community, across Australia and overseas
- Models’ servant leadership
- Actively pursues opportunities to learn and grow
- Has a mature self-awareness as evidenced in relationships with others
- Demonstrates the potential to relationally fit into the MBC team and to resonate with the MBC culture
- Passion to work collaboratively with other churches and ministries.
- Active in the local community (e.g. sports teams or service clubs), so as not to be solely connected with other Christians.

SKILLS

- Demonstrated ability to relate well to people across multiple generations
- Demonstrated preaching capability
- Demonstrated ability as a “leader of leaders”
- Demonstrated ability to communicate effectively with people from a wide variety of demographics and backgrounds
- Ability to develop systems that foster the health and functionality of ministry teams
- Demonstrated wisdom to function positively in a team context by displaying the fruit of the Spirit
- Demonstrated competence with the Microsoft Office suite of applications (e.g. Word, Excel, PowerPoint), database applications (such as Elvanto, Access) and with Social Media

COMPETENCY

- Has completed or be willing to complete theological training at a diploma level or higher.
- Holds to the doctrines, beliefs, objects and values set forth in the Baptist Association NSW/ACT Constitution and MBC constitution.
- Demonstrated knowledge of opportunities and challenges facing individuals and families in our current cultural context
- Support the churches engagement in God’s mission locally, regionally and globally.
- Experience working in church ministry context, preferably at an associate level
- Experience working within a pastoral environment
- Holds a current Senior First Aid certificate and current WWCC, as well as appropriate Child Protection training (or willing to undertake before commencing).
- Has an awareness and understanding of the mental health challenges faced by young people, and their families

Associate Pastor Responsibilities



Key Discipleship Structure Connect Group Ministry

- To develop, implement, and oversee all facets of Connect Groups (CG) at MBC and ensure regular functioning throughout the year
- Seek to Multiply the number of CGs and CG leaders to ensure people connect and grow and leaders are identified, enabled and supported and sent.
- Plan and facilitate CG Team Meetings and other teams as required
- To support the development of resources and training for CGs and CG leaders
- Personally lead a CG weekly as an example and to ensure all individuals in your group are connected and growing.

Coordinate and Lead Sunday AM Services (incl. teams)

- Coordinate the planning and delivery of the weekly AM service
- Ensure a vibrant and creative environment within the AM service while effectively incorporating the teaching program
- Implement discipleship focuses in AM service *
- Communicate effectively with teams required for AM service (with support from the Admin. Officer), including, Worship & Service Leaders, Staging and Design, AV/PA Team, Bible Reading, Prayer, Welcoming and Morning Tea, Preacher.
- Develop, equip and further resource teams for service.

Deeper Discipleship Development and Spiritual Formation Support

- Develop, support and maintain complementary and alternate discipleship pathways, such as one-to-one partners, prayer triplets etc.
- Pursue implementation and ensure clear communication of church wide discipleship 'rhythms', developing resources, systems, and support for daily, weekly, seasonal, and yearly rhythms
- Contribute to the implementation of the church discipleship focuses of: Scripture, Prayer, Sabbath, Service
- Develop, implement, and oversee 'at home discipleship' resourcing and support

Preaching and Teaching Support

- Support the development of the preaching and teaching programs at MBC for Sunday services
- Form a part of the preaching team at MBC and support the Lead Pastor as he leads and develops this team
- Identify additional pathways for teaching, such as 'hot topic nights', Morling College Monday Night Live etc. that complement the preaching and teaching program

Other General Responsibilities

- Attend and serve in Services, where needed and gifted.
- Create a safe environment for leaders and other volunteers by incorporating the Safe Churches Policy and Procedures.
- Meet Workplace Health & Safety requirements in coordination with the WH&S Officer.
- Other duties that may arise in discussion with the Lead Pastor.

*Focuses are determined by the Staff team collectively and endorsed by the leadership

If you would like further information regarding the role, please contact
Brett Hookham our Lead Pastor brett@menaibaptist.org.au

If you would like to formally apply for the role, please send through your
CV and a Cover letter to Jeremy Baillie, Chair of the Search Committee
jlbaillie@bigpond.com.au

