

Jerusalem Chapel

Church of the United Brethren in Christ / Churchville, Virginia

Contact Information: 540.337.6411 x. 221 or jchapel@cfw.com

Job Description

Title

Associate Pastor of Ministry

Principal Objective

Responsible to and work in harmony with the Senior Pastor and Administrative Board as he/she assists the Senior Pastor with pastoral care duties involving positive relationship building and advancing the vision and purpose of the church.

Qualifications

Have a personal faith in Jesus Christ as their Lord and Savior.

A self-initiator who is able to motivate and influence others through servant leadership as well as willing and able to humbly work as a team player seeking unified ministry goals.

Prefer active Church of the United Brethren license or willing to actively seek licensing and/or ordination through the Church of the United Brethren in Christ.

Prefer current membership within the Church of the United Brethren in Christ or willing to actively seek membership within the local church body.

Prefer Master of Christian Ministries degree or equivalent Biblical/Pastoral study courses consistent with the beliefs of the Church of the United Brethren in Christ.

Prefer five years minimum of pastoral work.

Responsibilities

Initiation and intentional building of relationships within the greater church Body.

Active involvement in designated weekly church activities.

Initiation of and/or leadership to equip individuals for specific ministries within the church body (ushers/greeters, youth/children's ministry, etc).

Systematic visitation of the church membership, and regular visitation to those who are ill, hospitalized or shut-in.

Initiation of personal contacts with individuals encouraging individual growth, as well as follow-up visitation to aid in the assimilation of new individuals and families into the Body life of the church.

Serve as pulpit supply under the direction of or in the absence of the Senior Pastor.

Assist in teaching/discipling ministries of the church as needed.

Crisis assistance within the church family and community.

Perform funeral services including visits to the family, funeral home and follow up.

Responsible for instruction to engaged couples through a series of pre-marital sessions as well as possibly officiating at the marriage ceremony.

Sessions with individuals including, but not limited to: marital, grief or parenting issues.

Involvement in community-centered outreach opportunities as approved by the Senior Pastor or Administrative Board.

Perform other duties as assigned by the Senior Pastor.

Terms of Employment

Under direct supervision of and accountable to the Senior Pastor.

Salary and benefits established by the Administrative Board as recommended by the Personnel Relations Committee. Salary adjustments will be reviewed annually.

Work week and hours of employment will be set in conjunction with the Senior Pastor.

Initial probation period is a minimum of one year after the date of employment which includes successful completion of church membership and licensing requirements (with a possible 6-month extension for licensing matters if deemed necessary by the Personnel Relations Committee.)

Periodic evaluation will be conducted during the probationary period and annually thereafter. Upon successful completion of the probation requirements, consideration will be given for a 5% base wage increase.

Adherence to the Pastoral Handbook of Jerusalem Chapel United Brethren in Christ Church.

Compensation & Benefits

Initial salary range is from \$27,900-\$33,000 plus benefits as listed below.

Parsonage & Basic Utilities

Medical & Disability Insurance

SECA

Pension (UB licensed)

Life Insurance

Vacation & Sick Leave Days

Continuing Education

The total compensation value range totals from approximately \$59,000-\$68,000.