

Adult Discipleship Pastor

Title: Adult Discipleship Pastor	FLSA Status: Exempt (Salary)	Ministry Hours: 40 Hours Monday - Thursday 8-4:30 (office hours)
Reports to: Senior Pastor	Department: Ministerial Staff	Employment Status: Full Time
Supervisory Responsibilities: TBD	Location: Rich Fork Baptist Church, Thomasville, NC	Date Created/Last Evaluated: 04/26/2020

Objective

To develop, lead, and cast a vision for the RFC adult discipleship and volunteer programs in an effort to reach our community for Christ. Maximizing individual spiritual gifts and talents thereby growing the local church by placing equipped people in appropriate areas of service. Working with the Student Pastor to transition youth to adult discipleship

Qualification Requirements

To perform this ministry successfully, an individual must have the desire and a successful history of leading others to a profession of faith and grow in their relationship with Christ among various age and demographic groups.

Minimum Qualifications

- Follower and disciple-maker of Jesus Christ who is deepening their personal relationship with Jesus Christ and modeling this to others
- Must have an evangelistic passion for reaching non-believers
- 1-3 years experience in leading groups and teaching adults in a ministry setting
- High energy, self starter comfortable multitasking and prioritizing task while maintaining composure and flexibility
- Bachelor's degree with a Ministry focus preferred and / or equivalent ministry experience
- Should consistently maintain professionalism, strong work ethic, and self accountability
- Excellent organizational and time management skills ability to work with minimal supervision

Preferred Qualifications

- 3-5 years experience with church guest services or hospitality
- M. Div or equivalent
- Experience developing curriculum for discipleship material
- Experience with successful church planting or revitalization ventures

Core Competencies:

- Exhibit servant Leadership
- Teamwork & Communication
- Trust & Integrity
- Working knowledge of Social Media
- Ability to navigate online resources

Essential Functions

Discipleship Ministry

- Oversee Groups by providing vision, organization, decision-making, and curriculum
- Oversee current Sunday school classes including college and career and bring inline with Rich Fork discipleship strategy
- Research, develop, supply, and approve the curriculum for all groups
- Keep up-to-date attendance records for all groups and classes
- Work with the senior pastor to connect discipleship to the sermon and direction
- Recruit, train, and develop, both spiritually and personally, individuals to lead groups
- Ability to teach, develop strategy, solve problems, and other management qualities
- Working with the Student Pastor to transition youth to adult discipleship

Adult Volunteers

- Oversee all guest teams (Carts, Greeters, Ushers, Safety, Medical)
- Work with team coordinators to maintain the unity of guest teams
- Develop and oversee budgets for guest teams
- Recruit and train volunteers for guest teams
- Oversee assimilation of guest and new prospects into membership at Rich Fork
- Follow-up as needed with individuals who are seeking to further get involved with Rich Fork
- Teach Rich Fork 101 and Go Team Training quarterly
- Maintain accurate membership record via Planning Center Online

Staff Church Relationships

- Develop and maintain relationships with church members and staff
- Weekly meeting with staff leadership
- Quarterly planning session with preaching pastor(s)

- Lead, influence, and participate in special projects or committees
- Keep emails and calendar current
- Make regular hospital and ministry visits
- Gain an understanding of Planning Center Database and Ministry Software
- Communicate plans & strategies across departments & to the leadership team.
- Promote, support, and abide by Rich Fork Personnel Handbook

Training

- Attend training as needed for continued growth and development as related to discipleship ministries

Spiritual Development

- Must be a committed, practicing born again Christian
- Exhibits the fruits of the Spirit (Galatians 5)
- Must demonstrate Godly character, personally and professionally
- Exhibits servant leadership

Physical and Cognitive Requirements

The Physical Requirements: Described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Vision, hearing, speech, dexterity, visual concentration. A valid driver's license is required. Must have the ability to stand, walk, sit and use hands and fingers. Must have the ability to work the hours and days required to complete the essential functions of the position, as scheduled. The environment is a professional office with standard office equipment. Must have the ability to lift 30 lbs.

Cognitive Requirements: Learning, thinking, concentration, ability to exercise self-control, ability to work in a multiple relationship environment. Must be able to pay close attention to detail and be able to work as a member of a team. Must have the ability to interact effectively with co-workers and church members, and exercise self-control and diplomacy in member and employee relations' situations. Must have the ability to exercise discretion as well as appropriate judgments when necessary.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Conditions

Majority of this position is worked inside an air-conditioned office and worship facilities. Limited travel is expected.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of the position. All employees may have other duties assigned at any time.