



LEAD ASSOCIATE PASTOR JOB DESCRIPTION

JOB TITLE Lead Associate Pastor

MINISTRY Leadership, Integration, Small Groups, Preaching

REPORTS TO Lead Pastor

STATUS Full time, with benefits and holiday commensurate with experience

PURPOSE

The Lead Associate Pastor is responsible to serve Chilliwack Alliance Church as Pastor, Leader, and Missionary. As pastor, this person will preach effectively and be attuned to the lives and needs of their volunteers, knowing and caring for them intimately. As leader, this person will mobilize the congregation towards the accomplishment of our Vision while also inspiring them to lead, serve and participate in both the integration and small group ministries of the church. As missionary, the Lead Associate Pastor will expand CAC's connection to our city, creating opportunities for outreach and care. This position is evaluated annually under the direction of the Lead Team itself.

KEY ROLES

- Lead Team member. Key to this role's success will be the development and implementation of the church's Vision both in and through our people.
- Preacher. Inspire our people with Biblical truth, mobilizing their daily walk of faith.
- Develop people, programs and processes that effectively identify and integrate newcomers into the life of our church
- Recruit, equip and release new small groups and small group leaders in order to normalize the small group expectation at CAC.
- Pastor. Provide pastoral care for volunteers under your care.
- Have eyes for the unchurched and de-churched in our community. Develop people, programs and relationships that will foster gospel curiosity and opportunity.



KEY RELATIONSHIPS

- Work collaboratively with the Lead Team to evaluate the implementation of vision.
- Work with the pastoral and support staff of CAC to foster a continued sense of love, trust, fun and care.
- Key lay volunteers in Integration and Small Groups.
- Key leaders within the wider Chilliwack community.

AREAS OF ACCOUNTABILITY

Leadership (25%)

- This position carries with it no oversight of paid staff
- The leadership responsibilities, outside of those inherent in the areas of accountability below, are largely focused on macro evaluation, ideation, multiplication and implementation of the church's mission and vision.
- Celebrate wins by intentionally looking for and communicating ways that the church is making progress towards the accomplishment of the Vision and Mission.

Integration (25%)

- Recruit, develop, and manage leaders over the Guest Services ministry within the physical church. The focus here is on developing leaders, teams and systems that identify, welcome, and ultimately integrate newcomers into the church family.
- Recruit, develop and manage/release leaders and volunteers for the Host ministry. More than a Greeter, these Hosts work to make all people feel welcome in our building and family. They see people, care for people, receive the offering, etc...
- Lead Starting Point. This is a monthly gathering that provides people an opportunity to discover the past, present, and future of CAC, while discovering their place among us.
- Manage follow up of newcomers.
- Provide pastoral care to the Integration Team members. Duties include, but not limited to, hospital visitation, and pastoral care.

Small Groups (15%)

- Provide leadership to the small group ministry and lay leadership and manage the training and coaching of leaders. The focus here is to work to grow the number of adult small groups in the church.



- Provide training opportunities for Small Group Leaders at least annually.
- Provide pastoral care to the Small Group leaders. Duties include, but not limited to, hospital visitation, pastoral care.

Outreach (10%)

- Know our Chilliwack Community, the people and general needs and strengths therein.
- Identify ways that our church can bless, interact and impact our community for Christ
- Mobilize our people to impact their communities for Christ.
- Competently promote and lead Alpha (or a similar program) on a regular basis

Preaching (20%)

- Be a regular part of our Preaching Team by being an active participant in sermon series planning, sermon evaluation and specific sermon planning.
- While the annual number of weekends to be preached will be fluid, this position is responsible to deliver relevant and biblically sound messages that inspire people to glorify God with their lives and walk closely with Him.

Personal Development (5%)

- Dedicated time for spiritual and professional development through books, courses, coaching/mentoring, or other developments as approved by the Lead Pastor

GENERAL RESPONSIBILITIES & EXPECTATIONS

- Be in full agreement and compliance with the C&MA manual, including the Christian and Missionary Alliance Statement of Faith and Statement on Human Sexuality.
- Be an active member of the overall pastoral staff team and provide input and ideas at team meetings and planning days.
- Other duties as required (ie. funerals, weddings, pre-marital counselling, etc...).
- Regular attendance at, and participation in, weekend gatherings and other group ministries/activities.
- Sign and adhere to the Christian and Missionary Alliance Statement of Faith, Statement on Human Sexuality, and the CAC Team Covenant.



CORE VALUES AND QUALIFICATIONS

- Professes faith in the work of Jesus Christ for salvation and has a solid personal relationship with Christ.
- Demonstrates submission to Christ through lifestyle choices, speech and actions.
- Passionate about bringing people into authentic relationship with God.
- Strives for excellence in all endeavours.
- Strong leadership and interpersonal skills.
- Demonstrated ability to work with and through others.
- Accredited and ordained in the Christian & Missionary Alliance, or willing to complete both processes within the denomination.
- A bachelor's degree (at minimum) in a ministry related field of study.

WHAT CAN BE EXPECTED FROM CHILLIWACK ALLIANCE CHURCH

1. You will receive a full medical benefits package including matching contributions to the Alliance Retirement Fund.
2. Your position allows for up to five weeks of vacation per year, based on years of ministry experience.
3. Sick Leave. You are allotted to one day per month up to 12 working days annually. Sick leave is not cumulative and cannot be carried forward into subsequent years.
4. Salary range of \$70-79k depending on education, experience, and licensing.

