

Job Description
Position Title: Associate Pastor of Corporate Worship
Calvary Baptist Church

Position summary: To facilitate collaboration between and pastor ministry teams involved in times of corporate worship, ensuring that our worship services are creative, consistent and intergenerational in nature.

Focus 1: Staff Team Participation (15%*)

- Participate with the Lead Pastor and church staff in on-going ministry planning and evaluation of church-wide programming
- Work towards the effective implementation of Calvary's 'Five Pursuits'
- Give attention to the development of church-wide activities that create inter-generational engagement

Deliverables:

1. Participate in weekly staff meetings and twice-annual calendar planning sessions
2. Using the 'SMART' methodology (Manual Chapters 36 – 38) work with the Lead Pastor to prepare ministry and leadership objectives at least on an annual basis and review progress at least twice annually

Focus 2: Corporate Worship (80%*)

- **Oversee Worship Arts Ministry Team: (45 %)**
 - Build up and equip worship leaders
 - Pastoral care and mentorship of Worship Arts Team volunteers
 - Recruit Worship Arts Team volunteers
 - Schedule Worship Arts Team volunteers for Sunday morning ministry
 - Lead worship as part of a rotation of worship leaders
 - Ensure that all media is prepared prior to Sunday morning services
 - Ensure that all sound and media equipment is functioning properly - purchase new equipment as needed
- **Oversee Teaching Team: (20%)**
 - Facilitate regular (every 2-3 months) Teaching Team meetings
 - Ensure that the teaching team achieves its objective of achieving ongoing and consistent teaching themes
 - Schedule teachers for teaching time
 - Teach as part of a rotation of speakers
 - Equip members of the Teaching Team and Teaching Circle
 - Act as a catalyst for thought and corporate spiritual growth through facilitating and writing teaching outlines

- Recruit those that have a desire and gifting to teach
- Church Body Engagement (10%)
 - Initiate and facilitate collaboration between all ministry teams, staff and volunteers involved in the Sunday morning service
 - Develop a strategy for intergenerational engagement within the structure of the Sunday morning service
 - Work with volunteers to further integrate prayer (*corporate and individual*) into Sunday morning and into the life of our church
 - Work with the Lead Pastor and other Pastoral staff to encourage and facilitate placement of our body into meaningful and appropriate opportunities for service, identifying their particular gifting, availability, and interests, equipping them accordingly
- Administrative (5%)
 - Assist the Lead Pastor in service planning, coordination, hosting and evaluation for Sunday morning services
 - Assist the Lead Pastor in conducting/providing oversight to membership meetings, funeral services, baby dedications and performing the ordinances of our faith: baptism and communion

Deliverables:

1. Report at each Leadership Team Meeting through Lead Pastor of current issues and opportunities
2. Plan for relevant ministry team reports at the Annual General Meeting and general business meetings as necessary

Focus 3: Personal Development (5%*)

- Engage in personal and ministry training opportunities that will enhance your ministry effectiveness
- Actively commit to the body of Calvary through participation in church life (i.e. Home Group) for personal encouragement and spiritual growth
- Regular meetings with a spiritual mentor / prayer partner

Deliverable:

1. Specific personal objectives recorded in annual 'SMART' methodology plan (see 'Focus 1' above)

* Approximate time commitment annually

