

Assistant Pastor
Job Description
10/2018

Identification:

- A. Job title: Assistant Pastor
- B. 1st level of accountability: Peter Rohdin (Community Life Pastor)
- C. Time commitment: Full-time

Qualifications:

- A. Committed to the vision and values of NLF, EHD and the pastoral staff “Rule of Life.”
- B. Strong theological framework informed by multiple streams of Christian tradition. (M.Div or M.A. in theology preferred).
- C. Strong communication skills
- D. Strong people skills, strong ability to persuade others.
- E. Able to lead primarily from or with Emotionally Healthy principles and language.
- F. 3-5 years of experience leading in a congregation 500 or larger.

Job Summary:

The Assistant Pastor will oversee the Pathway, lead the New Life School of Theology, perform regular pastoral duties, and serve in our outreach efforts toward a diverse mix of people in Queens.

Responsibilities:

1. Oversee Pathway

- Oversee Alpha, Baptism, Newcomers’ Lunch, Communitas (Membership).
- Oversee and co-teach membership classes four times a year.
- Oversee leadership for Alpha.
- Teach Baptism classes, schedule video recordings and baptism dates. Conduct the Baptisms.
- Oversee Christian Foundations classes.
- Lead a table at the EHD Courses.
- *Provide pastoral direction for EHD tables and table leaders.

2. New Life School of Theology

- *Support a cohort of New Life members being equipped for greater leadership responsibility.
- Plan mid-sized equipping classes (with Lead Pastor) and oversee the process.

3. General Pastoral and Staff

- Attend appropriate staff meetings.
- Create sermon based questions.
- Active presence in the lobby each week on Sunday’s after all three services.
- Oversee four (4) Congregational Day Alone with God (DAWG) retreats per year.
- Oversee four (4) evangelism equipping classes per year.
- General pastoral duties as required by all pastoral staff (weddings, funerals, etc.).
- * Preaching on Sundays is subject to level of experience and skill.

*Areas we anticipate the pastor will assume greater responsibility in 6 months

For inquiries, please send your resumé and a cover letter to jacqueline.snape@newlife.nyc.