**Associate Pastor for Discipleship and Christian Formation (Stated Supply)**

**Position Description**

**PURPOSE**

To glorify God through Jesus Christ, empowered by the Holy Spirit, by advancing discipleship and Christian formation across all ages and life stages. This role provides vision, leadership, and pastoral care through programs, events, and ministries that foster spiritual growth and community.

**Key audiences include:**

* Children, youth, families, college students, young adults, adults, seniors, women, men, engaged couples, and ministry candidates
* Small/large groups focused on faith formation and community building
* New member classes, confirmation, marriage preparation, leadership development, and responsive classes supporting church-wide needs

**REPORTING STRUCTURE**

Reports to the Head of Staff and is accountable to the Presbytery through the Session and congregation. Collaborates extensively with the Grow Council, the Adult Nurture Committee, and all Grow-associated committees and staff.

**Supervises:**

* Director of Youth and Family Ministries (primary)
* Director of Children’s Ministries (secondary)
* Volunteer Library Team
* Associate for Adult Discipleship

**KEY RESPONSIBILITIES**

**Spiritual Formation Leadership**

* Lead the church’s small group ministry in partnership with the Associate for Adult Discipleship, fostering environments for prayer, study, and community
* Design and oversee a comprehensive curriculum integrated across Worship, Care, and Serve ministries
* Recruit, mentor, and support teachers, facilitators, and speakers for formation programs, providing strategic advice and resources to empower their work
* Provide training, supervision, and pastoral support to volunteer leaders and leadership teams
* Regularly teach adult classes and lead discipleship gatherings as needed

**Program Development**

* Congregational nurture programs
* College and young professional ministries
* Prayer, study, and service-based small groups
* Conferences, retreats, study tours, and pilgrimages

**Resource Management**

* Develop, manage, and oversee the discipleship and formation budget in collaboration with relevant teams
* Support and promote the church library and history/archives ministry

**General Pastoral Duties**

* Participate in worship leadership on a weekly basis, perform sacraments, and preach as assigned
* Officiate weddings and funerals as assigned
* Collaborate with the Care Pastor in hospital, nursing home and home visitations. This includes driving throughout the metro-DC region.
  + Document pastoral care casework thoroughly and appropriately using the church’s database
* Participate in on-call pastoral rotation

**CORE COMPETENCIES & SKILLS**

* Program Administration
* Adult and Youth Ministry
* Curriculum Design
* Leadership Development
* Volunteer Training
* Children’s Ministry Oversight
* Spiritual and Personal Growth Facilitation
* Teaching and Public Speaking
* Strategic Visioning

**QUALIFICATIONS**

In addition to those required by the PC (USA) Book of Order, the Associate Pastor must demonstrate:

* A deep, personal relationship with Jesus Christ marked by ongoing spiritual growth and obedience
* A strong passion for leading spiritual formation efforts and equipping others for discipleship
* Proven ability to train, mentor, and support effective small group and ministry leaders
* Capacity to build leadership from within the congregation and staff
* A commitment to fostering spiritual responsibility and growth across all ages
* A minimum of **four years of pastoral experience** in the Presbyterian Church (U.S.A.)
* Ability and willingness to sign the Biblical Standards for Christian Leadership.