

Dinuba Presbyterian Church  
Job Description

**Job Title:** Assistant Pastor for Family Life & Outreach

**Reports to:** Senior Pastor

**Position Status:** Half-time (progressing to full-time)

**Purpose:** The Assistant Pastor (AP) is called to make Biblically-based, theologically informed, and missionally focused disciples, aiding their spiritual development and leading their leadership development with a strong emphasis on bringing in the next generation of active congregational members. The Assistant Pastor will model, teach, and coach our members in announcing the gospel to Dinuba, Reedley and our neighbors.

The AP is accountable to the Senior Pastor as head of staff. The AP will work as a colleague with staff, officers, and members who lead and work in all areas of church life, especially communications, and other ministries of the church that minister to and with our younger congregation, and which reach out into the community.

The AP is responsible for providing servant leadership for and involvement in the educational and discipleship ministries of the church, from birth to young adults, including ministries to young families and young adults. The AP is also responsible for outreach to the people of the Dinuba area, offering a fruitful invitation to life in Christ and with our congregation. Leadership will be provided for the ministries of the church that meet, invite, welcome and assimilate new members into the life of the church.

**Job Responsibilities and Duties:**

1. Build connections that enable new families and young adults to engage fully in the life of the congregation.
2. Invest in and make disciples of the younger half of our congregation.
3. Cultivate a passion among the younger half of our congregation for faithful participation in weekly worship, regular study of the Word, service to others, and especially for making new disciples.
4. Recruit, train, and lead members to develop family ministries in which individual families are strengthened in the context of the larger church family, e.g. fellowship events and missional ventures.
5. Coordinate events and activities that introduce neighbors to the gospel, our church ministries, and to the congregation.
6. Provide creative leadership to foster small group ministry which connects our members with each other, and invites neighbors.
7. Develop events and other points of intentional contact for members to bear witness in the community to the love and justice of Jesus Christ.
8. Participate in other pastoral ministries as requested by the Pastor such as teaching and preaching, leading in worship, giving spiritual direction, presiding over weddings, performing baptisms, communion and funerals, making hospital and home visits and counseling.
9. Provide a monthly written report of pastoral activity; if ordained attend session meetings.
10. Attend weekly staff meetings and as scheduled.
11. Preach on an agreed upon schedule
12. Work closely with the Pastor on other tasks as assigned.

**Job Qualifications:**

1. Excellent Biblical literacy, theological maturity, and evangelical conviction.
2. Demonstrate a personal commitment to and a deep and abiding faith in Jesus Christ by living in accordance with His teachings and a passion for bringing others into fellowship with Him.

3. Demonstrate strong servant leadership skills with a history of effective team building, mentoring, discipline, and counseling.
4. Creatively use resources and identify opportunities for development, particularly in reaching out to the community.
5. Ability to encourage, direct, and lead staff members and church members in all aspects of Kingdom work (discipleship, mission trips, evangelism, outreach, various ministries).
6. Provide teaching and counseling that nurtures the congregation in Christ.
7. Bring an enthusiastic and fresh understanding of young adult culture to the ministry
8. Build, nurture, and maintain meaningful relationships with and between others, including the ability to cross cultural boundaries.

### **Evaluation and Compensation**

The Assistant Pastor will file monthly reports to the Senior Pastor and, when requested, to the Elders, on ministry accomplishments and activities. With the Senior Pastor's participation, the Personnel Team will conduct an annual performance evaluation and review of the compensation package.

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