



Parklawn
Assembly of God

Job Description

Mission/Vision: "Bringing light to the World" – Matthew 5:16

Job Title: Pastor, Family Life Ministries	Job Code:
Effective Date: 3/13/17	Date of Last Revision: 3/13/17
Department Name: Family Life	Department Number:
Reports to: (Title)- Lead Pastor	No. of Direct Reports: 8
Titles of Direct Reports/Ministry Leaders: <ul style="list-style-type: none"> - Life Group Ministry Leader - Men's Ministry Leader - Women's Ministry Leader - Young Adult Ministry Leader - Children's Ministry Leaders - Senior Saints Ministry Leader 	
FLSA Status: (Check one) <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-exempt	Reviewed by: Date: 03/16/2017
Position Summary: The Pastor of Family Life Ministries is responsible for providing vision, oversight and daily direction to all aspects of Family Life Ministry. Position is responsible for developing and coordinating a Christ centered Family Life strategy that meets the needs of PAOG Men, Women, children and their families. The position's primary outcome is that each of these groups, as a part of the family, have a solid foundation in Christ, display Christ centered relationships with each other, are connected to the Body of Christ through service and Life Groups, are actively using their spiritual gifts and are given support and resources to equip them through all life stages.	
Major Areas of Responsibility/Essential Function	
	% of Time
Pastor of Ministry Leaders <ul style="list-style-type: none"> • Work closely with Ministry leaders in all assigned areas of ministry to assure that a solid plan with expected outcomes and budget and/or fund raising strategies are in place to achieve PAOG and Family Life ministry goals and objectives <ul style="list-style-type: none"> - Recruits MVP leaders that strive for excellence in their assigned ministry - Shepherds, coaches, develops and empowers the Family Life Ministry Leadership Team through monthly meetings with ministry leaders - Provides guidance and training to assure that Family Life Ministry leaders are equipped to lead their assigned ministries - Works with Family Life Ministry leaders to develop annual calendar of Family Life events and activities - Collaborates with Family Life Ministry leaders to refine existing ministry strategies, achieve goals and outcomes and take them to the next level 	
Pastoral presence	

<ul style="list-style-type: none"> Provides a consistent pastoral presence for the families of the church; prays with, counsels and provides care to all members and/or groups assigned 	
<p>Community Outreach</p> <ul style="list-style-type: none"> Grows ministries through community outreach to assist in building strong communities through families; partners with Pastor, Youth and Community Outreach in this effort 	
<p>Men’s Ministry</p> <ul style="list-style-type: none"> Assesses the needs, develops structure and programming, to nurture strong and effective PAOG Men’s Ministry Through Men’s Ministry, engages, activates and creates a sense of belonging and purpose for PAOG men with the goal being development of strong leaders and heads of families. Provides oversight for sports teams and activities that engage families such as basketball, softball and other family activities 	
<p>Life Group Ministry</p> <ul style="list-style-type: none"> Creates, plans and organizes Life Group Ministry strategy to assure that life groups are a place where men, women, youth, singles, couples, young adults, seniors can find a welcoming place to enhance their relationship with God, be spiritually developed, use their spiritual gifts and connect with others for mutual support. 	
<p>Ministry Curriculum Selection</p> <ul style="list-style-type: none"> In partnership with Christian and Family Life Coordinator, identifies, recommends and makes available appropriate curriculum geared to the age group/generation of each of the assigned ministry areas 	
<p>Other Pastoral Duties</p> <ul style="list-style-type: none"> Participates in other Pastoral duties as assigned by Lead Pastor to include but not be limited to: hospital visits, funerals, weddings, counseling, teaching, weekend services as needed. 	
<p>Continuous Learning and Professional Development</p> <ul style="list-style-type: none"> Networks, benchmarks, attends workshops and conferences to assure that ministries are using best practices and that the ministries assigned are growing, adapting and meet the needs of the times 	
<p>Collaboration and Partnership with PAOG Pastors, Ministers and Leaders</p> <ul style="list-style-type: none"> Participates in leadership, pastoral and staff meetings Participates in congregational meetings Participates in other meetings, gatherings and trainings as requested by PAOG senior leadership 	
<p>PAOG Mission and Core Values</p> <ul style="list-style-type: none"> <i>Acts and performs in a manner that is consistent with and shows commitment to PAOG PRISM Mission/Vision/Values:</i> Prayer – enhance communication with God through small groups, personal and corporate prayer. Reconciliation- to reflect the unity of the Spirit and with each other Investing-to develop each member of the church into the leader God purposed him or her to become. 	

<p>Strong Families-To serve and influence families in our church and community Missions-to witness to the world, the truth and love of God</p> <p>• CORE VALUES: SHINE IT! Service – Humility – Innovation-No Limits-Integrity-Truth</p>		
Education and Experience:		
<input type="checkbox"/>	High School or equivalent (GED)	<input type="checkbox"/> 0-2 years
<input type="checkbox"/>	High School plus specialized training (min. 6 months – 2 years)	<input type="checkbox"/> 3-4 years
<input type="checkbox"/>	Associate degree:	<input type="checkbox"/> X 5-7 years Ministry experience that includes working effectively with and achievement of ministry outcomes with a variety of different church ministries <ul style="list-style-type: none"> • Specific experience working with Family Life Ministries preferred
<input checked="" type="checkbox"/> X	Bachelor’s Degree: Theology, biblical studies, Christian education or equivalent in training and experience	<input type="checkbox"/> 8-10 years
<input type="checkbox"/>	Master’s Degree	<input type="checkbox"/> 10-15 years
<input type="checkbox"/>	PhD:	<input type="checkbox"/> 15 years+
<input type="checkbox"/>	<p>Other: Core Competencies Needed:</p> <ul style="list-style-type: none"> - Mature biblical competence and strong personal faith - Proven disciple maker who demonstrates an understanding about leading a ministry to care for people’s souls as they mature in Christ - Have a vital walk with Jesus Christ evidenced by faithfulness, passion and an appreciation for God’s grace - Have a gift and passion for preaching the Word of God as revealed in the Old and New Testaments - Must be a servant leader who is committed to leading through service - Must be a person of prayer who makes prayer a foundation for their life and ministry - Must be teachable and someone who serves from a position of humility - Strong people skills that demonstrate the ability to relate to congregants, 	

	<p>guests, volunteer leaders and staff</p> <ul style="list-style-type: none"> - Display a track record of personal management, leadership and professionalism and have developed a personal model for productivity 		
<p>Certification/Licensure Required for Job Credentialing through the Assemblies of God (can be worked towards during hire)</p>		<p>Knowledge, Skills & Abilities required: (i</p> <ul style="list-style-type: none"> • Proficient at recruiting, training and equipping volunteer leaders • Ability to effectively collaborate with teams • Strategic thinker with the ability to manage, mobilize and motivate people • Strong gift of leadership and proven experience developing leaders • Strong presentation and teaching skills • Strong relational and team building skills • Strong oral and written communication skills • Ability to work effectively with diverse populations and age groups • Experience working with people from diverse social-economic backgrounds • Ability to plan and coordinate activities and events • Ability to manage multiple tasks, projects and to meet deadlines • Knowledge of the mission and vision of PAOG • Ability to work flexible work schedule • Ability to travel as required • Ability to effectively use and leverage technology to support effective and timely communications 	

		<ul style="list-style-type: none"> Ability to pass a background check 			
Equipment Operated: Office equipment to include computer, copier, fax machine					
Physical Activity: (Check all that apply)					
Activity	N/A	0-25%	26-75%	76-100%	Avg. lbs.
Lift/Carry	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	<input type="checkbox"/>	
Push/Pull	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	<input type="checkbox"/>	
Reach overhead	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	<input type="checkbox"/>	
Climb	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	<input type="checkbox"/>	
Squat	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	<input type="checkbox"/>	
Sit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	
Stand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> x	<input type="checkbox"/>	
Walk/Move/About	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X	<input type="checkbox"/>	
Work Conditions: (Describe the environment and fill in appropriate information (i.e. noise, temperature, chemicals or hazardous materials/waste present)) <ul style="list-style-type: none"> May be exposed to a variety of environments and temperatures both in/outdoors. Office/Church environment 					
Note: The most significant duties have been included in this description. Other duties may be assigned as necessary. PAOG reserves the right to modify this job description as needed to accurately reflect the duties assigned.					
For Human Resources Use Only					
Reviewed by:			Date:		
Approved by:			Date:		