

# **First Baptist Church of Kissimmee Position Description**

## **DISCIPLESHIP PASTOR (Full-Time)**

### **Purpose:**

To serve the church in the coordination, planning, organization, administration, evaluation, supervision, and leadership of a comprehensive Discipleship Ministry for First Baptist Church of Kissimmee to include all next generation ministries (birth - young Adults), adult education, and discipleship ministries, programs, and resources.

### **Relationships:**

- Shall be called by the church for an indefinite period of time.
- Shall be under the immediate supervision of the Executive Pastor.
- Shall supervise the Next Generation & Discipleship Ministry staff (Student/Young Adult Pastor, Children's Director, Senior Adult Director, Men's Ministry Director, Women's Ministry Director, Recreation Director, Preschool Coordinator, & Ministry Assistants) and volunteers.
- Shall work in unity with the pastoral staff, church staff, committees, and church organizations in implementing assigned responsibilities.
- Shall cooperate with other departments in the church and assist as needed in direct support of these programs.
- Shall be available during all regularly scheduled weekly services.

### **Primary Responsibilities:**

#### **Pastoral:**

- Be available to meet and counsel with church members.
- Take rotation of meeting with in-office benevolence needs.
- Assume responsibility for hospital and emergency visits on an assigned day weekly.
- Be available during all regularly scheduled weekly services.
- Be available to provide pastoral leadership in special church events, i.e. Vacation Bible School, Fall Festival, etc.

#### **Administration:**

- Supervise the development of and propose all Next Generation & Discipleship Ministry annual budgets and administer the approved budgets according to policy.
- Oversee the development of the Next Generation Ministries collaborative annual ministry calendar.
- Approve individual ministry calendars for preschool, children, students, recreation, senior adult, men, women, and college/young adult ministries.
- Provide assistance in recruiting staff and volunteers to serve in Next Generation Ministries.

- Provide ongoing opportunities for staff and volunteers to grow spiritually and in their areas of ministry.
- Cultivate a pervasive Great Commission mindset among teachers, volunteers, and families, emphasizing personal and family discipleship, ministry, worship, and service.
- Maintain an awareness of the latest materials and methods related to Discipleship Ministries.
- Assure compliance with church safety and security policies, to demonstrate and practice the highest and most consistent commitment to the safety and security of all minors and of the classrooms and facilities designated for their use.
- Approve and communicate the use of program curriculum, materials, equipment, supplies, and space by individuals, classes, and groups in all Next Generation & Discipleship Ministry areas (Buildings B, C, D, & E).
- Oversee the HomePointe Center Ministry and provide leadership and training for HomePointe Hosts.
- Help implement and oversee a growing ministry to Spanish speakers.

### **Adult Discipleship:**

- Provide oversight for adult discipleship ministries (Sunday school, Sunday Night Connection Classes, and affinity/generational ministries).
- Oversee and implement church wide discipleship group (groups of 3) ministry and process.
- Manage the selection and dissemination of curriculum for all adult discipleship ministries.
- Manage the church's Ministry Grid account and provide opportunities for regular training and personal development of Sunday school teachers and ministry leaders.
- Conduct Sunday school teacher / discipleship meetings on a regular basis.
- Lead/Oversee the Wednesday Night Adult Bible Study

### **Working Hours:**

The Discipleship Pastor is a full-time position.

- Must maintain an appropriate number of office hours.
- Must be flexible to support all church-wide and major church events.
- Must be available to the Senior Pastor and Executive Pastor for any situation that may require immediate attention or support.
- The church will make every effort to guard pastor's days off in order to reserve that time for family and personal renewal.

### **Qualifications:**

- Meets the Biblical standard for pastoral service (Titus 1:5-9, 1 Timothy 3:1-7, 1 Peter 5:1-4).
- Must be in full agreement with the *Baptist Faith and Message 2000* as produced by the S.B.C.
- Ability to pass an extensive background check.
- Experience working with generational and discipleship ministries.
- Leadership experience with groups or teams.
- College or seminary degree in related field (preferred).
- Multicultural / Bilingual experience is a plus!