



FIRST BAPTIST CHURCH
MARTINSVILLE, VA

Job Description

Associate Pastor for Families

Reports to/Supervised by: Senior Pastors

Supervises: Children and Youth Ministry Volunteers and Paid Workers

Relates to: Children & Youth Ministry Committee (FBC), Children's Committee / Youth Committee (CHBC), ELC Committee (FBC), other committees as assigned

Job Summary: The Associate Pastor for Families will be responsible for providing leadership at two small, but growing sister CBF churches – Chatham Heights Baptist Church & First Baptist Church of Martinsville: Overseeing children and youth programs and ministering to young families. Also, at FBC, a focus on reaching children and their families at FBC's Early Learning Center.

Primary Duties for Both Congregations, to be performed with the guidance and approval of the Senior Pastors:

- Manage the Children & Youth Ministry budget with the Children & Youth Ministry Committee (FBC) and Children's Committee / Youth Committee (CHBC).
- In collaboration with the Children & Youth Ministry Committee (FBC) and Children's Committee / Youth Committee (CHBC), develop a clearly-defined vision and strategy for discipleship within the Children's Ministry (birth through grade five) and the Youth Ministry (grades six through twelve) that works in conjunction with the overall vision and ministry of Chatham Heights Baptist Church and First Baptist Church of Martinsville.
- Recruit, train, schedule, and oversee adult volunteers, interns, and paid employees in the children's ministry, ensuring all established protocols in the Children & Youth Protection Policy are being followed.
- Develop and implement strategy for whole-family discipleship, working with families to equip and empower parents/families to disciple their children.
- Provide oversight and planning for all aspects of Children and Youth Ministry programming, including: Sunday School; Sunday morning Children's Worship; evening and outreach events (e.g., Vacation Bible School, Trunk or Treat, Church Camps, etc.), and Curriculum selection/development for all programming.
- Communicate with church leaders, children and youth ministry families, and the entire congregation the story of what God is doing in the children and youth ministries (i.e. purpose, value, procedures, and events).
- Using social media/website/etc. communicate with parents and the wider community regularly about the ministry and mission of the children and youth programs.

- Connect with other churches and Christian organizations (especially BGAV and Cooperative Baptist Fellowship), using these relationships to enhance the faith journeys and growth of children and their families.
- Attend appropriate conferences for educational training and spiritual growth, as authorized by the Senior Pastor.
- As a ministry team, meet with staff weekly to plan and dream our next steps as a church community.
- Assist in other ministerial responsibilities, including pastoral care, preaching, baptisms, funerals, etc. as needed.

Duties Specific to First Baptist Church:

- Engage the First Baptist Church Early Learning Center children through religious educational opportunities and programs. (Approx. 10 hours per week, minimum).

Qualifications:

- Bachelor's Degree in Education (or related field), Seminary degree (M.Div., MACM, MTS, etc.) preferred. Seminary student would be welcomed.
- Experience in ministering with children and families.
- Commitment to collaborative and creative ministry and a flexible work environment.
- Excellent oral and written communication and interpersonal skills.
- Computer proficiency skills (including use of social media).
- Physical requirements: General good health and ability to lift 50 pounds; physically active enough to participate in children's activities and sports.
- The successful applicant for this position must agree to a full and complete background check and have no disqualifying criminal convictions. Further, the successful applicant must have a valid driver's license and reliable transportation. Note: If either church has a church van and or bus which requires a commercial driver's license ("CDL") for its operations, then the successful applicant for the position of Associate Pastor for Families must obtain his or her CDL license.