

August 2024

Dear Applicant:

First Baptist Church Jefferson City (FBC JC) seeks the right candidate to join our pastoral team as *Associate Pastor of Families and Formation*.

FBC JC, a historically Baptist church affiliated with the Cooperative Baptist Fellowship, was founded in 1837 on the banks of the Missouri River within sight of the Missouri State Capital. In the past four years, our congregation survived the pandemic, lost a long-tenured and beloved senior pastor to cancer, and experienced the attrition of two full-time associate pastors due to retirement and a change in call. These roles are currently filled by part-time and volunteer interim lay leadership.

In May 2023, FBC JC called Reverend Melissa Hatfield as our lead pastor. Melissa previously served in other pastoral roles at FBC JC for 23 years, visibly demonstrating the pastoral leadership, pulpit skills, and vision for taking FBC JC into the next quarter century. Our congregation is aging, but we are reaching new, younger members under Melissa's direction. We seek the right pastoral leader to join us as the *Associate Pastor of Families and Formation* to work with our children, youth, and adult ministry teams and to assist the Lead Pastor in preaching and pastoral care. This position is an excellent opportunity for those who feel called to invest in guiding Christians of all ages to grow faithfully and serve generously.

From 2014 to 2017, FBC JC went through a spiritual discernment effort called SETTING SAIL to connect with God's vision and partner in God's work in our community and world. The *Associate Pastor of Families and Formation* will facilitate the implementation of the church's Setting Sail initiatives in partnership with the Spiritual Formation Leadership Team with a mandate to:

1. Develop an intentional plan for life-changing faith.
2. Facilitate relationships that foster life-changing faith.
3. Encourage all people in our church to know their gifts and use them to serve others in collaboration with our Engagement Team.

FBC JC supports missions locally and globally and seeks to work alongside other churches from various denominations. We honor women's call to ministry and the ordination of women in ministry both as pastors and deacons. Our membership is accepting of all who are seeking to follow Christ.

Thank you for prayerfully considering this position.

For the glory of God and the good of the world,

Sondra Allen, Chair, Associate Pastor of Families and Formation Search Committee

Committee Members:

Mandee Carney (Children's Ministry Representative)

Glenna Honich (Youth Ministry Representative)

James Preston (Adult Ministry Representative)

MINISTRY DESCRIPTION
FIRST BAPTIST CHURCH, JEFFERSON

TITLE: ASSOCIATE PASTOR, FAMILIES AND FORMATION

PURPOSE OF MINISTRY: To develop, administer, and promote an effective and holistic ministry of spiritual formation with all ages in a way that leads each person to follow the Way of Christ, discover their giftedness, and experience continual life-transformation.

MINISTRY DESCRIPTION AND ESSENTIAL JOB FUNCTIONS:

- Facilitate the implementation of the church's Setting Sail Life-Changing Faith initiative in partnership with the Spiritual Formation Leadership Team including the team's mandate to:
 - Develop an intentional plan for life-changing faith.
 - Facilitate relationships that foster life-changing faith.
 - Encourage all people in our church to know their gifts and use their gifts to serve others.
- Provide leadership and support for the Spiritual Formation Leadership Team as they support teachers of adult Bible teaching classes and leaders of potential small groups.
- Lead, promote, and oversee ministries that reach and develop children ages birth through twelfth grade and their families.
- Recruit, train, support, and develop the skills of both the professional and lay staff as needed in order to accomplish the mission of forming children, youth, and adults spiritually.
- Encourage parents and offer opportunities for parental development in the church and community.
- Meet with parents/families for individual guidance and care.

OTHER RESPONSIBILITIES:

- Share the load with our lead pastor and staff in worship, preaching, and teaching, as well as pastoral care.
- Provide staff liaison to assigned committees and ministry teams.
- Assist in preparing the budget for assigned areas.
- Additional responsibilities and duties to be determined according to the gifts and interests of the successful candidate and needs of the congregation.

TIME COMMITMENT: This is a full-time position requiring flexible hours and commitment of time, including emergency calls and night meetings.

SKILLS, TALENTS, GIFTS & QUALIFICATIONS:

- Evidence of a sincere and growing faith in Jesus Christ.
- Commitment to the overall mission, vision, and values of First Baptist Church.
- A thorough theological understanding of how to grow people to maturity in Christ, especially the developmental process of spiritual formation in children and adults.
- Ability to communicate effectively, both orally and through the written word.
- Ability to attract, invite and empower volunteers to carry on our ministry.
- Ability to lead and minister successfully with a diverse group of volunteers.

MINISTRY DESCRIPTION
FIRST BAPTIST CHURCH, JEFFERSON

- Ability to establish and maintain effective working relationships with co-workers, church members, and the public.
- Ability to coordinate several ministry projects simultaneously.
- Ability to embrace and interact with diverse backgrounds and ethnicities.
- Ability to facilitate the growth of small discipleship groups.
- Educational requirements: Bachelor degree in a related field, with Master degree preferred.

TRAINING OPPORTUNITIES:

- The church's personnel manual makes possible regular intervals of training, study and professional enrichment.
- The Lead Pastor is committed to coaching staff members.
- Professional magazines and books are available to assist in professional training.
- First Baptist Church Leadership Staff provides training opportunities.