



CALVARY PENTECOSTAL ASSEMBLY - CAMBRIDGE
LIFE GROUP PASTOR
Job Description

*Below is the job description for the **Life Group Pastor** at Calvary Assembly.*

*This position is **part-time**, and includes a **25 hour per week** commitment. Due to the nature of this role, there will be the periodic expectation of work weeks that exceed this time commitment, on an as needed basis. Onsite office and ministry hours will be mandatory Sundays, Tuesdays, and Wednesday evenings during Wednesday Night Life.*

However, this role could potentially be combined with one of the additional job openings at Calvary: Connections Pastor, Pastoral Care Pastor, Tech Director.

JOB SUMMARY

The core mandate of this pastoral role is to connect the people of Calvary into genuine community, creating pathways connection, care, and spiritual growth for the congregation.

The Life Group Pastor is responsible for connecting Calvary members with opportunities to study and grow together, as well as creating pathways for organic pastoral care. In addition, they will need to develop and execute a plan for overall growth of Life Groups at Calvary.

This position will recruit leaders to lead Life Groups throughout the year, giving them training, resources, and curriculum, and equipping them to pastor their life group. This role will pastor the life group leaders and develop the pastoral and leadership gifts in these volunteers.

This role will work to connect each person in the church with a Life Group, helping each Calvary member to “find their circle” in each season of life.

Finally, this position will assist the Executive Pastor in planning and facilitating certain special church-wide events. This is for the purpose of creating and facilitating deeper connections with those who both attend and serve at these events, while contributing as a strong team player.

The team member will report directly to and be under the supervision of the Executive Pastor.

RESPONSIBILITIES

1. Pastoral Team

- a. Promote the mission, vision and values of Calvary Assembly at all times.
- b. Participate in staff prayer (Tuesday mornings), pre-service prayer (Sundays), and leadership meetings.
- c. Support team values with positive interactions and a willingness to facilitate others, as well as working together to fulfill church-wide initiatives.
- d. Promote core values and vision at all times.
- e. Perform some of the general pastoral ministries of the church (teaching, spiritual counseling, visitation, etc.).
- f. Report directly to the Executive Pastor on a regular basis with one-on-one meetings.

2. Life Groups

- a. Formulate a strategy and process to prioritize Life Groups and small group ministry and care, with the goal of every church member being connected to a Life Group.
- b. Recruit Life Group leaders (and hosts), and train the leaders to lead and pastor their groups.
- c. Increase the total number of healthy functioning life groups to a number that would provide each attendee an opportunity to join a group.
- d. Set up a pathway to encourage and push members to join a Life Group (online access to options, Life Group mall, etc.).
- e. Continue to pastor the Life Group leaders throughout the year.
- f. Provide ongoing resources and training for Life Group leaders, as well as for members to grow in their faith.
- g. Work alongside other ministry departments to create Life Group opportunities for their ministries (e.g. youth, kids, etc.).
- h. Work with the Pastoral Care Pastor to create a system of pastoral care within life groups.

3. Special Events

- a. Assist Executive Pastor in planning and facilitating large special events.
- b. Assist Executive Pastor in organizing and executing community outreaches.

QUALIFICATIONS

1. Personal

- a. A committed Christian living in accordance with the Word of God.
- b. Agreement with doctrinal statement of Calvary Pentecostal Assembly, and commitment to abide by our general operating by-laws.
- c. Ongoing demonstration of a strong work ethic, servanthood, humility, unity and loyalty.
- d. Ability to communicate within the scope of the various ministry departments at Calvary.

- e. A team player, willing to contribute to the overall vision, goals, and ministries of the church.

2. Training and Development

- a. Have appropriate formal training and practical experience.
- a. Willing to attend conferences and conventions for personal and ministry enrichment.
- b. Continuous training in Bible and human resources.

Employee Signature

Printed Name

Date

I certify that I have read, understood and agree to the responsibilities assigned to this position.

Lead Pastor Signature

Printed Name

Date

I certify that this job description is an accurate description of the responsibilities assigned to the position.