



## Associate Pastor

### Overview:

**Position:** Associate Pastor

**Hours:** 40 Hours per week (The exact times that you work your hours are very flexible depending on your family situation)

**Salary:** \$60,000-\$65,000 per year

**Vacation:** 5-6 Weeks off (2-3 Summer weeks, 1-2 Christmas weeks & 1 March break week)

**Work Location:** In office & remote from home (We are very flexible depending on your family situation)

### Mountainside Church Summary:

Mountainside is a unique, multi-location church located in the Hamilton area, just an hour outside of Toronto. Our purpose is to make passionate disciples of Jesus who make new passionate disciples of Jesus. We do this by helping people follow the 4 steps of our discipleship pathway: Gather, Grow, Give-Back, Go.

Our first location was started in 2016 in Binbrook Village, a small community in the greater Hamilton area of around 12,000 people. Our Binbrook location is currently a portable church, and sets-up / tears-down in a banquet hall each Sunday. In 2022 we planted / re-planted our second location in Dundas, a community of around 30,000 people in Hamilton. We have a building in downtown Dundas where we meet and have a small office space.

Each of our church locations have around 125 people that we are tracking with our discipleship pathway. Our goal is to plant 2 additional church locations in the greater Hamilton area in the next few years and to always keep a fresh pioneering attitude.

### Purpose of the Role:

As the Associate Pastor, your primary purpose is to help the Lead Pastor oversee Mountainside Church. This means that the role has a large mandate and could look differently depending on the week. Between our two locations, we have 17 staff roles which are all part time except the lead pastor. Since this role would be the only other full-time position, it is a generalist role and not a specialist type of role. You would primarily be working with the other staff and enabling them to do their jobs to the best of their abilities, while carrying out other key responsibilities within the church.

## We Are Looking For Someone Who...

### Character & Personality

- Is kind, fun, and easy to work with.
- Is teachable and open to learning.
- Is entrepreneurial / apostolic, and not afraid of taking risks or starting new things.
- Is a hard worker (*Portable churches are not for the faint of heart!*) and can execute on ideas.

### Ministry Skills

- Is passionate about reaching people far from Jesus.
- Enjoys writing and preaching sermons.
- Enjoys building and training teams.
- Has previous experience of being a pastor and being a leader of leaders.
- Has a track record of developing new leaders.
- Is able to contribute to many different areas of ministry.

### Relational Skills

- Is able to connect with kids, youth, and adults.
- Is okay with being a part of multiple church locations depending on the week.
- Is okay with being part of church locations with a “small-church” feel.
- Is able to work remotely on their own, but also at the office with others.

### Credentials & Education

- Has PAOC credentials, or is willing to work towards this.
- Has attended Bible college, or is willing to work towards this as time goes.

## Job Details:

As the associate pastor, you will be asked to:

### Discipleship & Pastoral Care

- Work with the location pastors to help oversee the discipleship pathway of the church (Gather, Grow, Give-Back, Go).
- Help shepherd the congregation by having pastoral meetings.
- Help oversee the kids / youth discipleship strategy.
- Work with the staff to oversee a monthly kids & youth night for all locations combined (Family Night).
- Work with the staff to oversee a monthly worship & prayer night for all locations combined (Could be a part of the family night, or it could be a different night).
- Write sermons and preach on Sunday mornings regularly.

### Leadership & Staff Support

- Be a resource and mentor for the location pastors as they lead their staff teams, and give them direction & strategy for growth.
- Help run staff meetings (Two nights per month over zoom).
- Help with periodic staff evaluations.
- Periodically meet with staff and team leaders to see how you can help them with their goals.
- Help oversee the staff and help keep them united and aligned to Mountainside's vision.
- Help the lead pastor oversee the leadership development pipeline.
- Help run various teams that currently do not have a staff overseeing them.

### Ministry Support

- Help the lead pastor and operations director with long-term strategy for church growth and new church locations.
- When needed, help the operations director to ensure that the business side of the church is healthy: HR, finance, CRA Compliance, insurance, legal, child abuse prevention, etc.
- Help the lead pastor, location pastors, & operations director with the execution of the systems and strategies of the church (Giving strategy, leadership pipeline, team recruitment, etc.).
- Oversee social media / other forms of media for all locations.
- Complete other various leadership tasks when needed.
- Be a regular guest of pastor's council meetings.
- Grow as a leader through books, conferences, podcasts, etc.

**Your Role In One Sentence:** To help the lead pastor oversee the church in a way that leads to church health, growth and people being saved & discipled.



## Next Steps:

If you would like to apply for this position, please submit a resume and cover letter to [blair@mountainside.church](mailto:blair@mountainside.church). Only those chosen for an initial interview will be contacted.

Thank you for your interest!

To learn more about our church, please visit our website: [www.mountainside.church](http://www.mountainside.church)