Hope Mennonite Church

**Associate Pastor**

Position Description

**Job Title:** Associate Pastor

**Reports to:**   Steering Committeeand Lead Pastor

**Position Status:**  0.4 – 0.5 FTE

The Associate Pastor is part of a ministry team which includes the Lead Pastor, the congregation’s Steering Committee and the Administrative Assistant. Together this team oversees the relationships, programs and ministry of Hope Mennonite Church, a unique, multi-generational congregation gathering in Winnipeg’s inner-city. The primary focus of this part-time role is on ministry for children and youth. Secondary focus will be given to formal involvement in worship, congregational care and in external relationships.

**Qualifications**

The Associate Pastor for Children and Youth will have:

* Theological and Biblical training, strong Anabaptist commitments and sensitivity to social and global justice issues.
* Training or experience in Christian Education, or related children’s, youth or family ministry and a genuine desire to relate with children, youth and families.
* Strong relational and communication skills, self-motivation, flexibility, and the ability to work as part of a team.
* Ability to engage, guide and support volunteers, providing opportunities for training, feedback, in the interests of solid program vision and structure.
* Willingness to participate in the worship life of Hope, including worship planning, leading and preaching, as gifts, interests, and time allow.

**Primary Responsibilities**

**Ministry with Children**

* + Coordinate the work of the Children’s Circle Committee and together nurture the educational, social and faith life of the children, youth and families of Hope
  + Ensure that appropriate curriculum and lesson plans are in place for Children’s Circle.
  + Ensure the planning and coordination of special worship events with children, such as a Christmas pageant.
  + Teach Children’s Circle (Sunday School) classes and create a Children’s Circle schedule for teachers and other volunteers.
  + Plan and coordinate joint activities for the use of Children’s Offering.
  + Coordinate and equip volunteers
  + Implement Hope’s Safe Church Policy, especially with regard to Children’s and Youth Programming
  + With the Lead Pastor, attend to family and child life transition rituals including
    - Family Blessing
    - Age Milestones

**Ministry with Youth**

* Work with Youth to create a meaningful worship and community space in which they can experience themselves as part of the Hope family.
* Work with and coordinate the activities of volunteer youth leaders.
* Build individual relationships with youth and offer support and mentorship for them.
* Ensure the planning of monthly youth activities and other events as needed.
* Encourage and connect youth from Hope with larger youth activities within MCM, Camps with Meaning and beyond.

**Committee Involvement**

* Lead the Children’s Circle Committee and engage with other committees as time and interest allow.
* Serve on the Safe Church Committee that oversees the implementation of Hope’s Safe Church Policy
* Attend Steering Committee meetings every 2nd month, or as decided together with the Lead Pastor and Steering Chairperson.

**Secondary Responsibilities**

**Ministry in Worship**

* As gifts, interest and time allow, participate in preaching and worship planning and leading.
* Together with the Lead Pastor, pay attention to how Hope's worship time impacts and engages children and youth.

**External Ministry Connections**

* As appropriate, represent Hope
  + within the broader Mennonite church at MCM delegate gathering
  + at Westgate Mennonite Collegiate and Camps with Meaning
  + stay connected to the Youth Ministry leaders within Mennonite Church Manitoba.