

# North Kildonan Mennonite Church

## Co-Pastor Job Description

Position: Co-Pastor

Time: 0.5 to 1.0 FTE

## Responsibilities

As of Fall 2025, North Kildonan Mennonite Church is aiming to adjust the responsibilities of its pastoral team to be based on a co-pastor model. With this change, both the existing positions, Lead Pastor and Faith Development Pastor (focused on youth ministry) are becoming Co-Pastors, with a shared primary focus on intergenerational ministry. With this model, we hope to emphasize an intergenerational approach to ministry, while providing flexibility in pastoral job descriptions that highlight the individual gifts of pastoral team members.

As Co-Pastors, both pastors shall give inspirational and spiritual leadership to the congregation. This will be achieved by preaching the gospel, administering the ordinances, offering personal and spiritual counseling, visiting the church members, assisting in the organized program of the church, instructing candidates for baptism, and seeking in all things to assist the church in its mission in the name of Christ.

As Co-Pastors, both pastors shall be responsible for the pastoral care of the congregation. Specific responsibilities and areas of focus in ministry, including ministry for children and youth, will be determined based on specific skills, goals, and capacity of the pastors in coordination with the Church Council through the personnel committee. Job descriptions may be updated as the needs of the congregation change.

## Job Description

### Worship, Preaching, and Teaching (20%)

- The Co-Pastor gives high priority to providing a biblically based preaching ministry rooted in our Anabaptist heritage and church constitution.
- Involvement with planning, organizing, and leading the worship service.
- Officiates at communion, baptism, funerals, and other rites of the church.
- Provides instruction to new members and baptismal candidates.
- Responsible for teaching and training volunteer leaders.

### Pastoral Care (30%)

- The Co-Pastor seeks to meet the needs of the bereaved, distressed, or ill within the congregation, as well as those living in nursing homes. Together with the care-giving team, the pastor shall plan and carry out a program of pastoral care based on the priority of those that may be in need.
- Seeks to be sensitive to the individual needs of members of the congregation. The Co-Pastor is to provide counselling ministry as needed and make appropriate referrals when necessary.

### Specific-Focus Ministries and Additional Responsibilities (25%)

Each Co-Pastor is to give leadership to the work of the church by providing administrative guidance to the various programs of the church, and being supported by the church council, care-giving team, office administrator, and members of the church.

#### Christian Formation / Intergenerational Ministry

- Educating the congregation on issues that matter to the youth
- Assist with faith exploration/membership classes
- Encourages the formation of Bible study and fellowship groups within the congregation and support these groups with leadership if needed.
- Foster intergenerational relationships and learning in programming and activities
- Offering pastoral care to children, youth and their families

- Pastoral resource for Adult Education
- Organizing and leading youth activities
- Working closely with youth sponsors
- Working with the committee on the various special programs offered during the year, such as Mother's Day and Christmas Eve
- Identify and facilitate the development of programs/activities for children

#### Missions

- The Co-Pastor tasked with this focus area works with Church Council to determine how congregational and community needs and resources intersect
- Coordinating efforts for the church to relate to and serve our neighbourhood and community
- Inspires and equip volunteers for mission

#### Staff Supervision

- Supervision of the Office Administrator and the Church Custodian.

### Congregational Leadership and Administration (15%)

- Both Co-Pastors shall be an ex-officio member of Church Council. At least one Co-Pastor will serve on all other church boards and committees, assisting in an advisory capacity to promote the work of the church.
- The Co-Pastors will meet weekly to discuss congregational needs and the allocation of shared responsibilities, to share other relevant information and to address any issues that may arise in their relationship.

### External Ministries (5%)

- Regular participation in denominational meetings, training and resourcing, and maintaining strong congregational connections to conference bodies and other Mennonite and ecumenical organizations.
- Participation in the work and committees of MC Manitoba and MC Canada, including an openness to participating in leadership roles.

### Continuing Education and Accountability (5%)

- The Co-Pastor submits for approval to Church Council annual pastoral plans for all programs and responsibilities outlined above. The pastor is asked to present an annual personal plan which includes goals for the coming year to Church Council. Periodically, a performance assessment will be conducted against these plans in discussion with personnel committee.

## Qualifications

All pastors must be a believer in and follower of Jesus Christ. Pastors will adhere to the Anabaptist Mennonite faith, be convinced of his/her calling as a minister of the Gospel and live a life in keeping with the New Testament standards for servants of God.

Education and experience for pastors should include both theological and secular training based on the needs of the congregation. It is expected that pastors will be ordained. If a pastor is called who is not ordained, the Church Council will initiate discussion with regard to licensing and ordination as provided for by the policies and practices of Mennonite Church Manitoba.

## Terms of Employment

- 0.5 to 1.0 FTE. The scope of each Co-Pastor position will be determined by Church Council, with a budget commitment of 1.5 FTE between the two Co-Pastor positions.
- Benefits package includes pension plan, medical, vision and health plan, and life insurance.