

ST. JAMES LUTHERAN CHURCH  
GETTYSBURG, PENNSYLVANIA

Number 1.20.21  
Subject Associate Pastor  
Effective Date 7/13/04  
Committee Personnel

Organization/Church Employees/Associate Pastor

Reports to Congregational Council and Pastoral Staff

Position Summary

As a spiritual and administrative leader, the Associate Pastor works to fulfill the congregational mission in the church, community and the world.

Organizational Relationships

1. Attend meetings of the Congregation Council. Implement the decisions and policies of the Congregation Council in a timely fashion.
2. With the Senior Pastor, share in preaching, presiding, pastoral care ministry and officiating at weddings, funerals and baptisms.
3. Be a spiritual advisor to the congregational committees as arranged in consultation with the Senior Pastor.
4. Be the lead teacher for 7<sup>th</sup> and 8<sup>th</sup> grade confirmation classes.
5. Work with the appropriate committees in organizing Vacation Bible School.
6. Provide short-term counseling services in cooperation with the other pastoral staff.

Pastoral Responsibilities

1. Nourish the people of God through proclaiming the Word and administering the sacraments. Collaboratively plan and lead worship services of the church.
2. Preach the gospel of the life, death and resurrection of Jesus Christ. Confess and teach the scriptures, creeds and confessions of the Evangelical Lutheran Church of America.
3. Attend to the spiritual welfare of the congregation. Pray with and for the people, providing hospital and emergency pastoral care, visitation and short term counseling for members of the congregation. Conduct weddings and funerals and offer appropriate advance and aftercare counseling.
4. Support church leadership and the ministries of members by equipping and enabling them to use their spiritual gifts within the church and the world.
5. In cooperation with the Christian Education Committee, contribute appropriately to the teaching ministry of the church by leading classes for adult education, baptism preparation classes, marriage preparation classes, Bible study and others.
6. Act with Congregational Council and the Pastoral Staff to maintain cooperative relationships with other church bodies. Maintain cooperative and supportive working relationships with community organizations and institutions.
7. Live as a faithful witness to God's grace and forgiveness. Participate in daily prayer and study and appropriate professional development and continuing education. Maintain regimens of self-care and responsible relationships.