

Proclamation Presbyterian Church (PCA)

Ministry Role Description

Position:

Assistant Pastor of Discipleship & Congregational Care

Outcomes:

The Assistant Pastor of Discipleship & Congregational Care will labor alongside the Senior Pastor and Session to cultivate a Christ-centered, Word-saturated culture of intentional discipleship, pastoral care, and intergenerational ministry. He will steward the church's discipling and shepherding ministries—nurturing gospel maturity, equipping the saints for ministry, and training members to care for one another with truth and grace.

Qualifications:

- Ordained or ordainable in the Presbyterian Church in America (PCA).
- MDiv or equivalent theological training; a deep commitment to Reformed theology and the Westminster Standards.
- Demonstrated experience in pastoral counseling, discipleship, and congregational care.
- A deep love for Christ, the Church, and the gospel; marked by humility, pastoral intelligence, and relational warmth.
- A passion for training leaders, equipping the saints, and nurturing the next generation in the faith.
- A collaborative spirit and the ability to work well under the leadership of the Session.

Appointment:

The Assistant Pastor of Discipleship & Congregational Care is called by the Session of Proclamation Presbyterian Church. This call is placed in his hands by the Philadelphia Metro West Presbytery of the Presbyterian Church in America (PCA).

Accountability:

The Assistant Pastor of Discipleship & Congregational Care will serve as a member of the Senior Pastor's team and will partner with the Senior Pastor and Session to implement the church's vision and strategic initiatives in discipleship and congregational care. He will work closely with the Session to ensure that every member is known, prayed for, and provided with access to meaningful discipleship opportunities.

Key Responsibilities:

1. Discipleship and Christian Formation
 - Engage in the private ministry of the Word, walking with individuals and families through seasons of spiritual need.
 - Oversee and develop the Adult Sunday School program, providing classes for varying levels of spiritual maturity.

- Steward the educational and catechetical ministries of the church, ensuring they are gospel-rich, theologically grounded, and discipleship-oriented.
- Develop and deploy Christlike leaders in all areas of church life and vocational calling.
- Lead efforts to equip every member for ministry, in line with the gifts and callings Christ has given.

2. Small Groups

- Lead the development and support of a vibrant small group ministry that encourages spiritual growth, relational connection, and gospel outreach.
- Recruit, train, and support small group leaders, promoting biblical community and lay shepherding.
- Encourage the congregation to grow in mutual discipleship and edifying fellowship.

3. Congregational Care & Shepherding

- Serve as the primary provider for pastoral counseling and counseling referrals.
- Train and equip members for mutual care and biblical counseling, fostering a culture of spiritual friendship, accountability, and prayer.
- Provide pastoral visitation and care for the sick, hospitalized, homebound, and grieving.
- Oversee the elder shepherding system, ensuring that every member is known and spiritually cared for.
- Engage regularly in congregational visitation, cultivating spiritual friendship and fellowship among the saints.
- Model and multiply a lifestyle of personal evangelism.

4. Preaching and Worship Leadership

- Participate in the preaching and teaching ministry of the church as needed, under the direction of the Senior Pastor.
- Collaborate with the Senior Pastor and staff in planning worship and seasonal ministry emphases.

Expectations:

- 50+ hours a week

Compensation & Benefits:

- Full-time position, compensation commensurate with experience
- Benefits package includes insurance (health, dental, life, long-term disability)
- Paid vacation and retirement plan
- Other benefits in accordance with church policy and Session approval