

Ministry Associate

Half time paid helper of the Senior Pastor of Danbury Baptist Church specifically assisting in equipping and serving the church and our community as a minister of the Gospel.

General Overview

The Ministry Associate will serve alongside the Pastor and church leadership specifically assisting the Pastor in leading the church in calling, equipping, and sending the congregation in ministry. He will be tasked to support and enhance existing ministries, while helping to open the door to new discipleship opportunities and innovations.

This position continues under the designation of “Paid Helpers— Other Help” [Article II; 2].

Primary Specific Assignments

- I. To be an example church member (as a family) in all areas of commitment, attendance, and support. Leading in participation, volunteering, and service.
- II. Director of Student Ministries— Continual and regular responsibilities that are in sync with church and community rhythms.
 - A. Sunday School— 9:30am
 - B. Sunday Evening Youth Group— 5:00-7:00pm
 - C. Wednesday Mid-week Discipleship — 7:00-8:00pm [not during SUMMER]
 - D. Seasonal/Quarterly Events
 1. SUMMER— Onecamp360 (Annual 2nd full week of July) & VBS
 2. [FUTURE] FALL— GIRLS/BOYS Retreat? (purity, relationships, male/female specific)
 3. [FUTURE] WINTER— Family Winter Retreat? (this is an annual event that was spoiled by Hurricane Harvey and has not resurrected... yet)
 4. [FUTURE] SPRING— DNOW? (partnered with other churches)
- III. Preaching & Pastoral Care— Monthly assigned preaching schedule and pastoral care
 - A. Preach 3rd Sundays (*current rotation but subject to change*)
 - B. K’s Place rotation (local nursing home devotional on Sunday mornings)
- IV. Administration & Logistics—
 - A. Weekly Printing & Distribution of resources (FRIDAYS)
 - B. Setup/Teardown for regular & special gatherings

Qualifications/Requirements

[The following assumes this position to be held for a season long enough to establish, evaluate, and execute the above overview. The temporary (13 week) version is to be modified and more specific to tasks necessary and immediate.)

Christian called and qualified man, having expressed his call publicly, licensed to Gospel Ministry, and having a combination of education and experience commensurate to his station in life. The Ministry Associate should be able to teach and oversee all areas of ministry under the direction of the Pastor yet with the ability to work independently and with minimal oversight. This position is intended to provide further practical training and opportunities to serve in vocational ministry, preparing the Ministry Associate for desired future Gospel Ministry endeavors. This position requires a recommendation from the Senior Pastor.

Approved Duration: SUMMER 2021 (13 weeks; June - August)

Job Type: Other Help; Minister of the Gospel [Half-time 20 aggregate hours per week]

Compensation: \$5200 (\$400 weekly for 13 weeks); commensurate to education & experience

Proposed Weekly Schedule: Half-time 20 hours (aggregate)

- Sundays (8)— 8:30-12:30 SS & Worship Service; 4:30-7:30p Youth Group (+1 for meetings/breakfast)
- Wednesdays (6)— 12:00-4:00pm Staff meeting and Mid-week Prep; 6:30-8:30pm Mid-week *SUMMER SCHEDULE— No Mid-week Discipleship; Replaced by Men's/Ladies' Summer Studies*
- Thursdays (4)— Meetings, ministry specific planning & prep, unplanned catch all
- Friday (2)— Weekly printing & Weekend Prep

(All of the above times are approximate and flexible with the expectation that no task will be left undone, and the time spent will be profitable and missional. Office hours are not the goal, but prioritizing stewardship and taking advantage of every moment to serve our congregation and community with a work ethic that brings glory to God.)

CANDIDATE SPECIFIC SPECIAL NOTES (Liles family):

- It is expected that during this time Minister Liles will prayerfully evaluate his time with DBC in consideration of future employment, partnership, and equipping.
- It is expected that during this time Minister Liles will continue to pursue vocational ministry employment outside of Danbury Baptist Church, continuing to maintain and distribute his resume to churches needing pastoral guidance, and that in the event of needing to preach elsewhere or specifically in view of a call, arrangements will be made. This is encouraged.
- It is expected that Minister Liles will be in some way gainfully employed outside of his employment at DBC.
- It is expected that the Liles family will participate as a family and be lead servants and first followers in all DBC endeavors. We look forward to Jennifer and the kids serving the church in their own giftedness as they worship, volunteer and show hospitality to their church family and neighbors.

Ideal Start Date: Wednesday, June 2, 2021

Future Possibilities: Ministry Associate; Minister of Youth and Education, Associate Pastor