

The Orchard Evangelical Free Church Job Description

JOB TITLE: Associate Pastor – Barrington Campus

REPORTS TO: Pastor – Barrington Campus

PURPOSE:

The Associate Pastor is a campus-specific position that exists to glorify God by multiplying God-centered, Christ-exalting, world transforming believers through the gospel in the greater Barrington area by growing the congregation in numbers and in maturity.

RESPONSIBILITIES:

1. Oversee the day to day operations of the weekly campus activities such as congregational care, hospitality, outreach and the café. This includes establishing and managing performance-related objectives for the pastor of congregational life, pastor of student ministries, director of children's ministries, director of women's ministries, café coordinator, and receptionist.
2. Lead the development and execution of an outreach strategy that mobilizes the people of The Orchard and coordinates our ministries in reaching the people in our communities with the gospel.
3. Assist with weekly platform duties for the campus which includes announcements, prayer, communion and the benediction.
4. Assist with general pastoral duties related to the significant life events of members which include child dedication, baptism, membership, marriage, severe crises and death.
5. Act as the campus liaison with regard to all central support services. This includes facilities, information technology, human resources, accounting, communications and media services.
6. Perform other tasks and duties as assigned by the Pastor – Barrington Campus.

QUALIFICATIONS:

- Bachelor's degree required; Master of Divinity preferred.
- Three plus years of ministry experience desired.
- Theologically aligned and in agreement with EFCA Statement of Faith.
- Ability to organize, analyze, and execute tasks in a timely manner.
- Exercise discretion and good judgment in personal contacts.
- Ability to communicate effectively with management, members and volunteers.
- Demonstrate professionalism through appearance, attitude, and personal interactions.
- Self motivated and able to initiate projects and work independently.
- Computer literate in order to complete necessary tasks within software applications.
- Positive and supportive attitude.

To apply for this position, call Beth Acosta, HR Director, at 224.764.4082. or send your cover letter and resume to bacosta@theorchardefc.org.



theorchardefc.org