



Common Ground West (Indianapolis, IN) – Associate Pastor

The Big Picture

Common Ground West (cg-west.org) seeks a full-time Associate Pastor.

Summary: As Common Ground West continues to deepen roots and live out our mission in Pike Township, Indianapolis, we are hiring an Associate Pastor. This role will include overseeing the spiritual formation, leadership development, and discipleship of adults as well as working closely with the Lead Pastor to cast vision, share administrative and pastoral care responsibilities, and preach 5-12 times per year.

Qualifications/Relevant Experience

- Agreement with Common Ground West's mission, vision, values, beliefs, and philosophy of ministry
- A four-year degree from an accredited college or university
- At least 5+ years of ministry and leadership experience in some form (campus, church, parachurch, lay ministry, etc)
- Experience identifying, developing, encouraging and leading volunteers
- Experience in pursuing reconciliation across racial, gender & socio-economic backgrounds is tremendously valued but not required
- Experience discipling others and overseeing groups and structures that do the same
- Experience and capacity to preach and teach in large and small groups.

Required Knowledge, Skills, Abilities, and Giftings

- A gracious, Christ-like demeanor in demanding situations
- Self-motivated; takes initiative and demonstrates flexibility.
- High natural drive but values rest and family/work balance.
- Organized and administratively gifted: must be able to manage schedules, wear multiple hats, and lead or be heavily involved on several teams.
- Relational: able to build trusting relationships and be a bridge-builder inside and outside the congregation.
- Teachable, with a passion to grow in their faith and abilities; committed to expanding knowledge through reading, engaging and experience

- Able to work as a team with the rest of the staff & particularly partner well in conjunction with the lead pastor in implementation of adult spiritual formation vision
- Willingness to preach 5-12 times per year depending on giftedness, capacity, and balancing with primary duties/responsibilities listed below.
- Current resident of northwest Indianapolis, within 20 minutes of the church, or willing to relocate to Pike Township if moving from out of town.

Primary Duties/Responsibilities

Spiritual Formation

-Lead the charge in cultivating a culture of discipleship and spiritual formation in community for our church.

-Recruit, train, and raise up new leaders for spiritual formation groups. This includes pursuing and pouring into them relationally, developing a leadership development track for newer and younger leaders in order to welcome them into leadership, and putting them in relationship with other leaders.

-Shepherd current spiritual formation group leaders. This requires pursuing them relationally by contacting them individually in some form on a weekly basis, being available to meet or call them as they are willing, being responsive in digital communication within 24 hours of receiving a text and 1 business day of receiving an email, and praying for them.

-Training and coaching spiritual formation group leaders. This includes meeting them as leaders every 4-6 weeks for training and support, understanding and addressing issues and concerns in their ministry areas, developing future plans, providing ministry accountability, and being available for one on one meetings to support these goals.

-Lead and/or oversee and support other training and equipping or formational opportunities, such as retreats, mid-sized gatherings, and welcome to CGW events.

-Develop and distribute resources to assist volunteer leaders of groups, events, and training.

Executive leadership

-Serve on the admin team, which is a team of volunteers that oversees property, finances, and HR. As a representative of the admin team, know and ensure we are following through on HR processes.

-Be present at elder meetings twice per month and fulfill obligations that emerge.

-Be present at weekly staff meetings and available for a weekly check-in with the lead pastor.

Preaching and Sunday Mornings

-Work with the lead pastor on sermon planning and then work together to develop practical applications for sermon principles in our various groups and ministries.

-Preach 5-12 times per year

-Work alongside staff to oversee and lead healthy Sunday worship gatherings. Be present, relationally engaged, and willing to serve on Sunday mornings in various capacities, such as preaching, leading announcements and prayer, helping with set-up, connecting with volunteers, and problem solving when things do not go according to plan.

General

-Be willing and able to fill in the relational, pastoral, and administrative gaps, within reason, that naturally emerge as the second full-time staff member of a smaller congregation. -Devote time, attention, and effort towards personal spiritual formation through reading, prayer, spiritual friendship and accountability, other spiritual practices/disciplines, and making room for relationships with people that pour into you. -Be relationally invested and present with people at CGW, which is shown through pursuing people in relationships and being available to meet with them. -Other duties as assigned.

The Process

Please look over this job description and the church website. Along with your resume please answer these questions:

Why do you believe that you might be a good fit as the Associate Pastor at Common Ground West?

Describe your experiences in ministry and how you may be qualified to serve as the Associate Pastor of Common Ground West?

In just a few sentences please give a summary of your theology and how that is in line with the doctrine of Common Ground West?

Please send your resume, the answers to these questions and a link to at least one online sermon to Jason@No-FeePastorSearch.com