



Staff Position Description

Associate Pastor

Who We Are:

Renew Church is a congregation of 350 people, including about 65 children (birth-5th Grade) and 20 youth, who gather each Sunday. We are an Evangelical Covenant Church, located in Eau Claire, Wisconsin, close to the University of Wisconsin-Eau Claire campus. We strive to be a church who “make disciples that make disciples,” and in everything, we want to be *For Jesus, For People, and For Our City*.

Job Summary:

The Associate Pastor is a strategic staff leadership role with primary responsibility to help implement Renew’s vision, mission, values, and priorities throughout the church. The AP will help to lead the church pastorally while leading one or more of our key ministry areas (Small Groups, Youth Ministry, and Volunteer Teams). Develop organizational systems and structures for discipleship, congregational engagement, and leadership development opportunities. Assist the Lead Pastor as part of the teaching team, teaching 6-8 weekends per year. Enjoys people and assists in providing pastoral care for the congregation. This position requires someone who has proven ministry experience, models humility, and an authentic and personal dependence on the Lord, with ability to teach, lead, develop systems and structures, and train others.

Qualifications:

- Demonstrates a stable and growing relationship with Jesus Christ.
- Commitment to the mission, vision, and core values of Renew Church.
- Active Partner of Renew Church; participation in attending, serving, and giving regularly.
- A humble leader, committed to personal growth and a learner in leadership development.
- Live a life of moral integrity; be an example of Jesus in the way you conduct yourself, in person and on social media.
- Desire to lead from the second chair and is a team player.
- Works with integrity, works independently, is self-directed, and accountable for your responsibilities.

- Model servant leadership by attitude and practice, generous with time and serving with positive infectious and optimistic attitude.
- Relates well to all kinds of people; builds effective relationships learning the names and stories of individuals and families of Renew.
- A team player; works well with ministry volunteers, and other staff members.
- A strong desire to build into others, develop people, gifting, reproducing yourself in the lives of others.
- Proven ministry experience; Seminary or Bible degree recommended, or being pursued. Annual on-going ministry education coursework recommended.

Key Responsibilities:

- Pray regularly for Renew Church, leadership, ministries, its congregation, and our city.
- Participate in weekly staff meetings, develop staff relationships, participate in strategic forward ministry planning.
- Participate as an active member of Renew's teaching team; partner with sermon series and worship planning as requested.
- Potential leadership over one or more of these areas: Small Groups, Youth Ministry, Volunteer Teams, and any other ministries as assigned. The key responsibilities will be adjusted depending on the area of emphasis.
- Actively participate in identifying, empowering and developing ministry volunteers, providing guidance, encouragement, and direction to continue to build an intentional serving culture at Renew.
- Schedule and lead ministry meetings as needed.
- Invest in leadership development opportunities for Renew ministry leaders.
- Meet with and disciple, develop and mentor individuals.
- Provide regular communication for Renew Ministry leaders and their teams.
- Assist in coordinating and executing bi-annual and annual volunteer in-service and appreciation gatherings.
- Assist in coordinating and participating in annual Partner gatherings.
- Assist in timely and prompt follow up of Connect cards returned each week.
- Participate in church growth and long-range planning with Lead Pastor, Lead Team, and other Staff Members, as scheduled.
- Partner with the Lead Pastor to provide counsel and pastoral care for the congregation.
- With financial integrity, manage the annual budget for ministry areas.
- Prepare and participate in the Quarterly Staff check-in process, and Annual Staff review process as requested.

Employment Information:

- Full-Time Exempt Salaried Position
- 45 Hours/Week
- Salary based on education and experience.
- Background Check is required.
- Paid Time Off - PTO, Floating Holidays, Sabbatical Benefits per separate Staff Policies
- Eligible for Healthcare Allowance
- Eligible to participate in 403b pension plan.

Working Relationships:

- Reports to Lead Pastor
- Member of Renew Staff Team and Teaching Team
- Oversight of Small Groups, Youth Ministry, and Volunteer Teams. Accountable to Lead Pastor and Lead Team

For all inquiries and to apply for this position:

Visit renew.church/jobs to complete an application and email apsearch@renew.church with any questions.

Renew Church - 416 Niagara St. - Eau Claire, WI 54703