**ASSOCIATE PASTOR, LINDEN BAPTIST CHURCH**

**Primary focuses of Worship Leadership and Education**

**Job Description**

- Must be an ordained minister or a candidate for ordination

**-** Direct and oversee all aspects of music program

 Planning music for all worship services

 Planning music for special services

 Supervision of all instrumentalists

 Scheduling of soloists, praise team, choral groups, special music, etc.

 Working with audio/visual team to assure quality audio/visual results

 Recruit/Train volunteers for audio/visual and music ministry

 Prepare music for praise team/musicians/ choir, etc.

 Schedule and lead practices for music ministry

 Supervise/Assist other choral groups as needed (children, youth, men, senior adults, etc)

 Schedule special musical presentations as opportunities arise

 Manage and administer the music budget of Linden Baptist Church

- Work closely with senior pastor and other staff in the overall ministry of Linden Baptist Church

- Work as needed to facilitate quality live streaming of services (in conjunction with technology workers)

- Direct and oversee all education programs (including Sunday School.) This includes (but is not limited to) training, promotion, literature/curriculum, teacher recruitment, etc.

- Assist with Senior Adult ministry as needed

- As associate pastor, you will be expected to assist the pastor in any pastoral capacity that may be needed. This includes (but is not limited to) visitation, counseling, nursing home ministry, etc.

- Attend regular deacons meeting as needed and report/answer questions in that context as requested.

- Support the work of the Bethel Baptist Association

- Be in attendance for ALL services unless there is a reason that you need to be out, or if it is a scheduled/approved day off.

- Be willing to accept responsibilities not explicitly listed here in an effort to help the ministries of Linden Baptist Church run efficiently.

- Agree to terms of personnel manual, include but not limited to days off, yearly evaluations, benefits and sick time.