



**First Christian Church in Wilmington, IL**  
**Associate Pastor: Youth & Communications Job Description**

**Job Title: Associate Pastor**

**Reports To: Lead Pastor**

**Position Status: Full-Time, Salaried**

**Purpose:**

The role of Associate Pastor serves as the primary support person for the Lead Pastor. The Associate Pastor will work in harmony with the Lead Pastor and have a firm grasp on the purpose, values, and strategy of First Christian Church in Wilmington (FCC), embody the mission and values, and align key leadership teams with its mission. The Associate Pastor will have specific responsibility for Lead Pastor support, youth ministry, and communications (identified below).

**Responsibilities: Lead Pastor Support**

- Support the Lead Pastor in the overall vision casting and leadership of the church's teaching and weekend service planning, design, and execution.
- Assist in sermon calendar creation and management for long-term planning
- Function as second/backup speaker to the Lead Pastor; emergency sermon available
- Assist with the pastoral work of the church: shepherding, counseling, and teaching
- Prepare and officiate wedding, funeral, baptism, child dedication, and communion services as needed
- Perform other duties as assigned by the Lead Pastor

**Responsibilities: Communications**

- Assist in service pre & post-production: creation of videos, images, bumpers, and/or other creative elements for Sunday morning production
- Assist the Lead Pastor in the management of social media outlets and overall web presence
- Lead all community involvement & marketing activities maximizing attendance of special outreach focused events and key evangelical opportunities.
- Lead volunteer scheduling and platform for volunteer communication
- Perform other duties as assigned by the Lead Pastor

**Responsibilities: Youth Ministry**

- Overall: Lead, design, coordinate, and oversee a comprehensive youth ministry focused on building young disciples for Christ.
- Character: Serve as an engaging spiritual leader and role model with strong biblical background
- Programming: Develop, promote, and coordinate a balanced program of activities and discipleship ministry to youth, including outreach, youth trips, and mission involvement

- Communication: Regularly with church leadership, staff, parents, and congregation in a timely manner utilizing available resources (email, website, newsletter, social media, etc.)
- Parent Engagement: Be available for and engage parents to discuss issues related to their child or youth ministry
- Volunteers: Recruit, train, and invest in volunteers to support all aspects of youth ministry
- Participation: Maintain accurate records of youth participation
- Budget: Manage youth ministry budget and prepare annual recommendation for elder board consideration
- Perform other duties as assigned by the Lead Pastor

#### **Qualifications and Requirements:**

- The position prefers 3 years of experience as a staff member in a ministry leadership capacity.
- The position requires a Bachelor's Degree in Biblical studies (or related field) or equivalent formal seminary education
- Meets the spiritual, personal, and character qualifications found in 1 Timothy 3:1-7 and Titus 1:6-9 and exhibit the fruit of the Spirit as found in Galatians 5:22.
- Is devoted to prayer and the Word. Devoted to daily prayer and Bible reading for the sake of guarding from sin and stirring the heart and mind to renewed passion for Christ; leads their family in regular times in the Word and prayer; and gladly participates in mutual care and accountability with other believers.
- Performs duties in the power of the Holy Spirit, covered with prayer, guided by the Scriptures, and manifesting the character of Christ for the glory of God.
- Contribute to, articulate, support, and implement the vision of FCC. While ensuring first loyalty is to God and the Word, the Associate Pastor will support the leadership of the church including the elders and Lead Pastor. Strives to maintain positive and fruitful relationships with other church employees, members, and leaders. While concerns or difference of opinion may arise, communicates in a Biblical manner, and abides by appropriate supervisory direction and any final determinations of the church Elders. Whether leading the congregation or submitting to those in authority over them, the Associate Pastor will do so in a joyful manner.
- Maintains strict confidentiality in an appropriate manner
- Possesses strong public and personal communication; written and oral.

#### **Interested Candidates:**

Please submit your resume in PDF form, including 3 references, to the following email address. Please use "Attention Associate Pastor Search Committee" as the subject line of your email. Also, please include links to any social media platforms to which you post, blog, or post photos. Thank you.

[info@fccwilmington.org](mailto:info@fccwilmington.org)

### **About FCC**

Welcome to First Christian Church (FCC) in Wilmington Illinois where the focus is to Love God, Follow Jesus, Love People and help others do the same! FCC was founded in 1961 with just a few families gathered in a house on Roberts Street. They gathered for relevant biblical teaching mixed with deep relationships and community service. Today, these foundational values continue as we grow together. It's a place where scripture is shared in Word and deed, community is valued, relationships are built, and lives are transformed in the name of Jesus, growing together. Come as you are and invite your friends, family, coworkers, and neighbors to come and connect with God and others. FCC is filled with people in all walks and seasons of life, falling more and more in love with Jesus every day, and excited about sharing His good news of restoration, redemption, grace, mercy, and love. This is a gathering of Christ followers, dependent on God, sent to serve and celebrating Jesus' victory. No matter where you're at in life or faith, we want you to know that we are excited you are here and welcome you!

### **About Wilmington**

Wilmington is a very special and unique smaller community located about 1 hour south of Chicago and 25 minutes south of major suburb Joliet. Famous Route 66, the "Main Street of America" goes right through downtown Wilmington. Along our little slice of highway, there is plenty of shopping and dining plus a number of Route 66 attractions.

There is lots to do outdoors in Wilmington! Wilmington is called "The Island City" as the beautiful Kankakee River runs through Wilmington. The island park is a place where many go for outdoor recreation: picnic, fish, ride bikes, walk, play on the playground.... or just sit by the river and watch the sunset. The local Kankakee state park also has 4,000 acres along 11 miles of river for year around outdoor sporting and recreation. Finally, historical coal mining in the area has yielded many small lakes and recreation areas. Recreation clubs are many and popular for camping, boating, beaches, fishing, shooting, picnics, playgrounds; fun for the whole family!

Wilmington is proud of its school system with an 8/10 rating according to greatschools.org. There's a rich history and presence of sports as well, having claimed state titles in competitive cheerleading, football, and baseball in the last decade.

Wilmington offers a quality education, plenty of outdoor recreation, specialty shopping, and dining in a close-knit, loving, family atmosphere.

