



Job Title: Groups Pastor
Location: Austin, TX
Department: Four Points
Reports To: Adult Discipleship Pastor
FLSA Status: Full-time, Exempt

Job purpose

The Groups Pastor will be responsible for shepherding, coaching and equipping group leaders at ACF. This includes cultivating relationships with existing leaders, as well as identifying and preparing new leaders and helping to launch new groups. This position will primarily be focused on ministry to and discipleship of men.

Duties and responsibilities

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Communicate and implement a ministry strategy in coordination with ACFgroups that grows men into mature disciples of Christ, with a vision to disciple men to be spiritual leaders in their homes, church, workplace and community.
- Cultivate relationships that develop spiritual health and leadership skills of assigned Group Leaders.
- Identify and prepare new men's Group Leaders.
- Help launch new men's groups, both traditional in-person groups as well as online groups.
- Maintain a presence in assigned groups to further group spiritual health, transition leadership, and/or assist in building community in their neighborhoods.
- Report to Supervisor on spiritual health of assigned groups and Group Leaders.
- Generate written communication and utilize social media and digital material to promote and engage with others in ACFgroups.
- Contribute to the development and implementation of digital and in-person training and discipleship tools.
- Evaluate and try creative ways to grow the ministry and reach new men at ACF and in the community.
- Strategically plan and execute men's outreach, gatherings, serving opportunities and/or retreats that move the ACF mission forward.

Specific Competencies

Leadership

- Coach – Proven ability to develop other leaders.
- Delegation & Execution – Proven ability to get things done through volunteers.
- Communicate – Proven ability to communicate effectively to groups, both in person and in writing, and a demonstrated timeliness in responding to inquiries and following up on requests.

Relationship

- Proven ability to be broad in relationships across the church and deep with a smaller group of leaders.
- Emotionally intelligent and mature.
- Committed to the spiritual development of men, and persistent in reaching out to new men on a regular basis.

Pastoral Care

- Ability to sit with, listen to, empathize, and provide spiritual support and guidance for those in difficult circumstances.
- Ability to appropriately resource and refer those in need of care or counseling.

Small Groups

- Passionate about small groups as a church discipleship strategy.
- Knowledgeable about or willing to learn small group principles and strategies.
- Ability to equip and encourage small group leaders and participants.

Team

- Proven ability to function as a healthy team member.

Skills and Qualifications

- Experience leading and participating in small groups.
- Strong communication skills, attention to detail, and excellent follow-through on assigned tasks.
- Proven ability to work independently and be a self-starter.
- A commitment to the Christian faith and the mission and values of ACF.
- Devotion to the spiritual disciplines of Bible reading, studying the Word, and prayer.
- Bachelor's Degree preferred.
- Proficiency in Microsoft Word, Microsoft Outlook, Microsoft Excel, social media, and ability to work/learn using the church database (Realm).

Working conditions

- This job operates in a clerical office setting. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Physical requirements

- Exerting up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Direct reports

None

Approved by:	
Date approved:	
Reviewed:	<i>11/4/20</i>
Employee Signature	
Signature Date:	