



ST. ANDREW

Associate Pastor, Director of External Ministries

At St. Andrew, we are a community of people seeking to live more like Jesus every day and to learn in deeper ways what it means to follow his teachings, live in community, and serve the world.

Summary

Under the direct supervision of the Chief Operating Officer, the Associate Pastor, Director of External Ministries will provide leadership, vision and operational execution for externally focused ministries. This role will focus on outreach, networking, and relationship-building to foster the church's mission within church and non-profit networks, local community, and beyond. This role involves developing strategic partnerships, supporting missional engagement, and creating opportunities for members to serve outside the church. The ideal candidate will be a relational leader with excellent interpersonal and organizational skills, passionate about connecting people and organizations to share God's love.

Essential Functions

Engagement & Networking

- Serves on the Board of Directors for Beacon of Light, The Storehouse and Four Corners.
- Develop and nurture relationships with Church and religious non-profit partners to create mutually beneficial partnerships.
- Represent the church and the Sr. Pastor in external events, community meetings, and interdenominational initiatives.
- Identify opportunities for the church to participate in or host community-based programs.

Strategic Leadership and Management

- Work collaboratively with other church leaders to align external ministry goals with overall church strategy.
- Provide regular updates and reports to the leadership team on the impact of external ministry efforts.
- Create and manage the budget for external ministry activities.
- Create and implement strategic direction in support of vision.
- Manages teams of externally focused mission and program activities

Discipleship & Volunteer Development

- Cast vision for service and mission along with the director of discipleship
- Recruit, train, and support volunteers for external ministry programs.
- Facilitate workshops or training to equip members for relational and outreach-focused ministry.
- Foster a culture of service, helping members see their work in the community as part of their spiritual growth.

Competencies

- Strong interpersonal and communication skills, with the ability to connect with diverse groups of people.
- Visionary leadership with the ability to inspire others to participate in external ministry efforts.
- Effective project management skills, including event planning and volunteer coordination.
- A heart for service, compassion, and a deep understanding of the Gospel.
- Ability to work independently and collaboratively in a team setting.

- A committed follower of Jesus Christ with a vibrant personal faith and a commitment to biblical teaching.
- Ordained or willing to pursue ordination, if required by the church.
- A lifestyle consistent with Christian values and the mission of the church.

Supervisory Responsibility

- Reports to the COO, partners with Sr. Pastor.
- Oversees daily operations of Invite Ministries
- Collaborates with other ministry leaders, church staff, and external partners.
- Oversees volunteer teams involved in external ministries.

Physical Demands

This is mostly a sedentary position with some filing. Mission trips will require more physical activity including walking long distances over uneven terrain and ability to lift and carry heavy supplies.

Position Type and Expected Hours of Work

This is an exempt full-time position at 36.5 hours per week. Weekly expectations include consistent presence in staff meetings and on campus, Sunday through Thursday. 6 Sundays per year can be taken off as part of the annual PTO package.

Travel

Some travel is expected for Mission Ministry work.

Required Education and Experience

- Bachelor's degree in theology, ministry, or a related field (Master of Divinity preferred).
- At least 3-5 years of pastoral or ministry leadership experience, with a focus on outreach or external ministries.
- Proven experience in community engagement, relationship-building, or missions work.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

To be considered for this position, email your resume and cover letter to resume@standrewmethodist.com