

# Associate Pastor of Discipleship (Full-Time)

**NewPoint Church – Ponca City, OK**

*Our mission is to REACH people far from God and TEACH them how to follow Jesus step by step.*

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## Role Summary

The Associate Pastor of Discipleship is a full-time ministry position responsible for helping adults take meaningful next steps in their walk with Christ. This pastor leads the vision and implementation of adult discipleship across areas such as Small Groups, Growth Track, Next Steps, and Pastoral Care. This person builds systems and teams, equips leaders, and creates clear pathways for people to Know God, Find Community, Discover their Purpose, and Make a Difference in this world.

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## Key Responsibilities

### 1. Small Groups & Pastoral Care

- Develop and lead a multiplying small group system that fosters spiritual growth and authentic community.
- Recruit, train, and equip small group leaders.
- Select and distribute biblically sound group curriculum and resources.
- Ensure pastoral care and shepherding happens effectively through the small group structure.
- Actively work to connect people into groups and community life.

### 2. Next Steps & Growth Track

- Oversee Growth Track as a key entry point for membership, serving, and spiritual next steps.
- Recruit and train a team of Growth Track leaders and facilitators.
- Guide new believers, members, and attendees through next steps including baptism, serving, and small groups.
- Follow up with decisions for Christ, new believers, and spiritual questions.
- Develop and maintain systems to connect people with spiritual mentors.
- Create and teach occasional discipleship classes, training events, or workshops as needed.

### **3. Leadership, Teaching & Team Culture**

- Identify and develop high-capacity leaders to serve in various discipleship roles.
  - Collaborate closely with the Lead Pastor and ministry staff to ensure alignment of discipleship across all age groups.
  - Provide teaching, preaching, and facilitation support during worship services, classes, and training events as needed.
  - Assist in church-wide pastoral care, prayer gatherings, and ministry initiatives.
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## **Who We're Looking For**

### **Spiritual & Personal Qualities**

- A growing, personal relationship with Jesus Christ.
- Passionate about helping people grow in their faith, relationships, and leadership.
- Emotionally healthy, humble, and grounded in the authority of Scripture.
- A team player who thrives in collaborative, fast-paced ministry environments.

### **Skills & Strengths**

- Proven experience leading small groups, discipleship systems, and assimilation ministries.
  - Strong communication, teaching, and interpersonal skills.
  - Organized and detail-oriented with the ability to manage multiple areas of responsibility.
  - Competent in counseling, spiritual care, and mentoring relationships.
  - Competent in pastoral care, weddings, and funerals.
  - Gifted at raising up and equipping leaders.
  - Comfortable using digital tools (Planning Center, etc.).
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## **General Expectations**

- Maintain a growing relationship with Jesus through prayer, Scripture, and accountability.
- Maintain healthy relationships at home with their family.
- Serve and collaborate with other staff members in a spirit of unity and support.
- Participate in corporate worship, staff meetings, small groups, and special services.
- Provide pastoral care, counseling, and officiate weddings/funerals as needed.
- Preach or teach when called upon by the Lead Pastor.

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## **Accountability**

The Associate Pastor reports directly to the Lead Pastor and is ultimately accountable to God, the mission of NewPoint Church, and its membership.

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## **Compensation**

Compensation is determined by the Lead Pastor and Trustees based on experience, scope of responsibilities, and comparable pay ranges among similar churches.