First Christian Church, Orange, CA  
Position Description – Transitional Associate Pastor:

A transitional, full-time clergy position reporting to the Senior Pastor. The duties, responsibilities, and requirements are as follows:

DUTIES & RESPONSIBILITIES:

Christian Education
- Assist in developing new educational opportunities for all ages, including intergenerational opportunities.
- Teach/Offer short educational series throughout the year
- Serve as an ex-officio member on the Christian Education Committee

Children and Youth Ministry
- Evaluate current Children and Youth ministry at FCCO and work to develop a sustainable youth and children’s ministry structure, including both the in-person and online ministries of the church
- Work directly with youth, children, and parents, making relationship a priority.
- Overall responsibility for the children and youth programs including policy and safe conduct.
- Supervise and train employees and lay leadership for children and youth programs.
- Assist children and youth ministry leadership in selection of curriculum for youth programming.
- Develop and nurture a spiritual component as a regular part of children and youth meetings.
- Promotion and participation for camps and other regional events for children and youth.

Young Adult Ministry
- Maintain contact with college age young adults
- Promote Regional opportunities
- Encourage participation in small groups and missional experiences

Small Group Ministries
- Work with small group coordinators to assign individuals to small groups
- Support small group leaders
- Connect newcomers to small groups
- Provide leadership for small groups as appropriate.

Worship and Leadership
- Participation in weekly worship and worship design
- Participate as a spiritual leader of the congregation.
- In the absence of the Senior Pastor, the Associate shall assume all responsibilities of that position including supervision of staff, both ordained and non-ordained.
- Serve as an ex-officio member of church groups and committees as assigned.
**Community Engagement**

- Look for and explore opportunities to engage in ministry with surrounding community
- Identify opportunities to nurture FCCO’s commitment to be an Open and Affirming, AND Anti-Racist/Pro-reconciling congregation.
- Promote and encourage sustainability in the ministries of FCCO.

**SECONDARY RESPONSIBILITIES:**

- Preach quarterly or as agreed upon with the Senior Pastor.
- Assist with pastoral care including calling on persons hospitalized, homebound, or in need.
- Involvement in the overall growth and well-being of the church with other staff and lay leadership through visioning, on-going evaluation, and active engagement.

The Associate Pastor may also be responsible for other duties as assigned.

**REQUIREMENTS:**

- Ordained Disciples of Christ or United Church of Christ pastor in current, good standing with the DOC or UCC, preferred.
- Computer proficiency and ability to create online, in-person, and hybrid experiences, and social technology as a communication and outreach tool.
- Valid Driver’s License and use of an automobile.
- Ability to pass a Department of Justice and FBI Record Check.