



DOXA BIBLE CHURCH

Associate Pastor of Discipleship JOB DESCRIPTION

Summary:

DOXA Bible Church's mission is to glorify God by making disciples and multiplying churches. The Associate Pastor of Discipleship (APD) will provide pastoral, strategic, and organizational leadership for DOXA's disciple-making ministry.

The APD will help create and sustain a culture in which people are intentionally moved toward maturity in Christ and mobilized to make disciples of others. This role will oversee DOXA's Small Group Ministry, discipleship pathways, and the development of ministry leaders, equipping them to lead effectively and reproduce themselves in others.

The ADP will be responsible for the following:

1) Small Groups Ministry Oversight

- a. Champion the vision of DOXA as a church **OF** small groups not a church **WITH** small groups.
- b. Accelerate the growth of our Small Group Ministry by developing and equipping the leaders to make disciples for Christ.
- c. Promote and protect the 3 Non-Negotiables of DOXA Small Groups: *1) Mutual Ministry 2) Multiplication of Leadership, and 3) Missional Focus.*
- d. Integrate a strategy for reaching the lost within the Small Group ministry.
- e. Help develop, lead, and shepherd the Coaches, Leaders, and future Small Group Leaders within the Small Group Ministry. (via the Leadership Pipeline)

2) Discipleship Pathway Oversight

- a. DOXA's discipleship pathway is designed to help people take their next step in **worshiping** Christ, **walking** with Christ, **working** for Christ, and **witnessing** for Christ.
- b. The ADP will take responsibility for raising up and multiplying disciple-makers within DOXA by utilizing the opportunities within the Discipleship Pathway.

c. The Discipleship Opportunities include:

1. Small Groups

- Equip Leaders to learn how to train their apprentices.
- Build out and launch “Freedom Groups” at DOXA using the Transformed Training Material.
- Provide Small Group Discussion Guides for Small Group Ministry.

2. Equip Classes

- Build out a strategic yearly calendar for the Equip Classes at DOXA.
- Create, establish, and launch all content for the Equip Classes. (Content should include a missional approach that teaches people how to make disciples of others.)
- Train and equip teachers/leaders to facilitate all Equip Classes.

3. Bible Studies

- Identify teachers and leaders to help facilitate DOXA Bible Studies.
- Strategically manage the yearly planning and scheduling of the DOXA Bible Studies.

4. One-to-One Discipleship

- Provide quarterly training and materials to support 1x1 discipleship opportunities.

5. Serve Teams

- Train and invest in all Serve Team Coaches to equip future leaders.
- Oversee the multiplication of Serve Team Leaders, preparing the way for future ministry opportunities.

3) Strategic Oversight of the Leadership Pipeline

a. The ADP will be responsible for the utilization and acceleration of the Leadership Pipeline (LP) of DOXA.

b. These responsibilities include:

- Identify emerging leaders throughout the church within the Leadership Pipeline (LP).
- Recruit and develop ministry leaders. (via the Character and Competency content)
- Provide training, coaching, encouragement, and accountability for all Directors and coaches across the (LP).
- Develop future leaders through DOXA’s (LP) curriculum and environments.
- Support ministry team leaders with continued growth opportunities.

- Establish clear leadership expectations and competencies.
- Encourage every ministry leader to identify and develop an apprentice.
- Create opportunities for emerging leaders to receive meaningful ministry responsibility.
- Build reproducible leadership systems that can support continued church growth and multiplication.
- The desired progression is: **Lead Yourself - Lead Others - Lead Leaders -Lead Ministry – Lead the Church**

GENERAL RESPONSIBILITIES:

- Commit to prayer being the greatest work.
- These general ministry duties include the following:
 - Weddings
 - Care
 - Counseling
 - Preaching Opportunities as needed
 - Funeral
- Potentially provide oversight to other Ministry Directors based on giftedness and previous experience (i.e., oversee the Director of DOXA Kids, Director of Student Ministries, etc.).

MINISTRY REQUIREMENTS

- **Education:**
 - o 5-10 years of ministry experience and/or Master's of Divinity (or equivalent) in the related field.
- **Character:**
 - o In keeping with the character qualifications of an Elder as given in 1 Timothy 3 and Titus 1. Make holiness your greatest pursuit.
- **Leadership:**
 - o Experience leading departments and/or ministry organizations.
 - o Committed to an Ephesians 4:11-12 philosophy of ministry to be an equipper of others for ministry.

WHO IS THE RIGHT FIT FOR THIS ROLE:

- o Someone who is passionate about reaching lost people.
- o Someone who is highly gifted at equipping others to reproduce themselves.
- o Someone who loves to connect, care for, and encourage people.
- o Someone who loves taking the church's vision and turning it into reality.
- o Someone who loves to disciple and lead people to help them reach God's highest and best for their life.

- o Someone who loves to inspire a team of volunteers toward high-quality impact and multiplication.
- o Someone who champions people and cares more about others' success than their own.
- o Someone who longs to be part of a multiplying church. Is passionate about disciple-making, small group multiplication, and church planting.
- o Someone who loves to work in a team environment where collaboration is highly valued.