

# ASSOCIATE PASTOR

ROLE  
DESCRIPTION



# LAGAN VALLEY VINEYARD CHURCH (LVV) ASSOCIATE PASTOR

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**Role:** Associate Pastor - *Valley Alive/Church on Fire* - Operations, Community, and Formation

**Location:** Church Venue

**Line Manager:** Andrew Masters (Senior Pastor)

**Salary:** TBC

**Hours of Work:** Flexible (*includes Sunday services*)

**Start Date:** ASAP

Lagan Valley Vineyard is a vibrant church family based in Northern Ireland. We are a community gathered around the person and the mission of Jesus. We have a dream to see our entire valley come alive and a vision to see our church on fire. We are deeply committed to understanding the local church as a family on mission, learning to proclaim and demonstrate the gospel of the Kingdom wherever we find ourselves.

The trustees and senior leadership team at LVV recognise that women are currently underrepresented at the Associate Pastor level within our church staff team. We are committed to doing all we can to develop a senior leadership team that reflects the diversity of our community, and would especially encourage women who feel called to this role to apply.

## **ABOUT THE ROLE**

Lagan Valley Vineyard currently has three Associate Pastors who operate as part of our Senior Leadership Team, holding responsibilities for various areas of ministry and church life.

This new role will be responsible for the oversight and delivery of our operations, community life, and spiritual formation. This particular role will hold responsibility to see our dream of “valley alive” and “church on fire” progress through excellent operational systems and structures, the development and delivery of healthy environments to help individuals and families connect to LVV and its mission, and the oversight of the development of our spiritual formation resources. This role will also hold management responsibility for several of our staff team working under the areas listed above.

Each of our Associate Pastors is involved in the pastoral ministry of LVV and are expected to lead public worship, teach, and preach when required.

## KEY RESPONSIBILITIES

### **Operations**

*Building and overseeing of the internal systems and structures that enable the fullest expression of the mission of LVV to flourish.*

- To oversee the operational aspects of governance, compliance, and HR.
- To oversee the development and review of all LVV policies and risk assessments annually.
- To oversee the budgets, reporting, and financial processes of LVV.
- To oversee building operations, facilities management, contractors, and suppliers.
- To contribute to annual planning cycles, and collaborative working across ministry areas.
- To line manage the Administration Coordinator and Bookkeeper.

### **Community**

*Providing senior leadership and oversight to the community and small group life of LVV.*

- To oversee LVV Tribes (*small groups at LVV*) including regular check-ins with Tribe leaders, develop and lead annual 'EQUIP training', and continued development of our 'Tribes resources library'.
- To facilitate practical oversight and check-ins with several groups and gatherings that meet throughout the year, including *Mum's Discipleship Group, Writers' Community*, etc.
- To develop an LVV fostering and adoption group.

### **Spiritual Formation**

*Working alongside our Associate Pastors and Senior Pastor to oversee the resource development to aid the spiritual formation rhythms of LVV.*

- To oversee the ongoing development of devotional resources, daily/weekly prayer, and annual LVV reading plan.
- To line manage our WTC co-ordinator (LVV is the Northern Ireland Hub Church for Westminster Theological Centre. You can find out more about this at [www.wtctheology.org.uk](http://www.wtctheology.org.uk)).

## **Pastoral Ministry**

*Being involved in the complex pastoral care situations and needs of the LVV church family.*

- To be involved in 'life events' at LVV, including weddings, funerals, dedications, etc.
- To provide one-to-one acute pastoral care where needed.
- To represent LVV to the wider community and body of Christ where needed.

The list of duties contained above is not intended to be exhaustive. Other duties not listed above may be required from time to time, and it is a condition of employment that the post-holder be willing to undertake other reasonable duties as may be required.

**Evening and weekend working will at times be required, sometimes at short notice, to respond to a care need.**

## **PERSONAL SPECIFICATIONS**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Third level qualification.</li> </ul>	<ul style="list-style-type: none"> <li>• Engaged in or completed formal theological study.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of paid senior leadership in church or parachurch ministry.</li> <li>• Experience line managing multiple staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in coordinating events and training opportunities.</li> <li>• Experience in planning, hosting, and facilitating events.</li> </ul>

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	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Public speaking, particularly preaching in church or ministry contexts to large groups.</li> <li>• Track record of developing leaders.</li> <li>• Experience developing and overseeing complex budgets.</li> <li>• Experience of policy development, HR, GDPR, health and safety and risk management.</li> <li>• Knowledge and experience of the Vineyard movement and Kingdom theology.</li> <li>• Experience of complex pastoral care.</li> </ul>	
<b>Skills/Personal Character</b>	<ul style="list-style-type: none"> <li>• Excellent written, email, and verbal communication skills.</li> <li>• Able to work on own initiative.</li> <li>• Able to work as part of a team.</li> <li>• Able to work strategically.</li> <li>• Able to understand and follow policies and procedures.</li> <li>• Leadership skills.</li> <li>• Excellent organisational skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in using Churchsuite for administration/communication purposes.</li> </ul>

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	Essential
<p style="text-align: center;"><b>Skills/Personal Character</b></p>	<ul style="list-style-type: none"> <li>• Experience in using database platforms for administration and communication purposes.</li> <li>• Demonstration of faith in Jesus and acceptance of LVV's Statement of Faith.</li> <li>• Willingness and ability to communicate your own story of your faith journey.</li> <li>• Willingness and ability to grow in and express LVV's unique leadership behaviours.</li> <li>• A welcoming, hospitable, and approachable personality.</li> </ul>

**Note:** An applicant will not be shortlisted unless they demonstrate on their application form that they meet all the essential criteria. The employer reserves the right to apply the desirable criteria to assist with shortlisting in the event of multiple candidates meeting all essential criteria.

**At LVV we hire for character, competence, chemistry, and culture.**

**Character** – You must love Jesus, His church, and be committed to the mission of LVV.

**Competence** - You must be an outstanding person with a high level of gifting and ability.

**Chemistry** – You must be a relational fit with our team, particularly those you will be leading and working closely with.

**Culture** – LVV has five core leadership behaviours that we aspire to: **Honesty** (telling each other the last 10%), **Bravery** (valuing courage before comfort), **Kindness** (people feeling valued), **Growth** (we won't settle), and **Fun** (havalaff).

**APPLICATION DETAILS**

To apply, please submit an application form (accessible via [laganvalleyvineyard.com/join-our-team](http://laganvalleyvineyard.com/join-our-team)) to:

**[andy@laganvalleyvineyard.com](mailto:andy@laganvalleyvineyard.com).**

**Closing date for applications:  
Friday 27th March 2026 @ 5PM**



*There's a place here for you.*