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# ASSOCIATE PASTOR OF COMMUNITY CARE

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Calvary Bible Church,  
Neenah, WI



# OVERVIEW

Calvary Bible Church (CBC) is a Christ-centered, Bible-teaching church that is poised for growth. CBC is seeking an Associate Pastor of Community Care who will work in partnership with the Senior Pastor, other pastors, and elders. We pray that God will lead us to an Associate Pastor who will contribute to the growth of the CBC family by:

- ◇ Leading the Community Care Ministry staff and volunteers to best meet the spiritual, emotional, mental, physical, and relational needs across the families of our multi-generational congregation
- ◇ Counseling and shepherding the congregation by advocating for the vulnerable and by being willing and able to discern within challenging situations, to guide and support the church family
- ◇ Participating in preaching the Word in an engaging style that draws people in and motivates them to follow Christ and to obey the Word
- ◇ Demonstrating a warm, genuine interest in people and developing relationships with the members of the church
- ◇ Leveraging ministry and leadership experience to shape, create, and continuously improve the Community Care Ministries, appropriate staff, and volunteers to serve the care needs of the church family
- ◇ Collaborating with staff and elders to execute the CBC Vision of **Making Disciples Together**

Location	Neenah, Wisconsin
Weekly Attendance	1,200
Denomination/Affiliation	Non-denominational
Website	<a href="https://cbcneenah.org/">https://cbcneenah.org/</a>



CBC has a rich history of preaching and teaching the Word, with long-term faithful members who actively volunteer and serve one another and with elders who are actively involved in ministry and in supporting the Senior Pastor and staff. Calvary has a long history of supporting and promoting missions and actively supports many local and global missionaries.

The church has a clearly defined vision of **Making Disciples Together: in our homes, in our church, in our community, and throughout the world.** Many ministries are actively striving to meet this vision, including our Global Evangelism Teams (GET), AWANA, Children’s Ministry, Student Ministry, Women’s Ministry, Equipping Connection Classes (ECCs - “adult Sunday School”), and our Community Care Ministries.

On Sunday morning, we offer three hours of ministry. We have two worship services, with a middle hour of Adult, Children, and Student Ministries meeting. Many congregants stay for multiple hours and attend a worship service, participate in ministry opportunities, and/or volunteer at one of the many ministries held during these hours.

Our worship is a blend of contemporary and traditional music, in a variety of forms. Our goal is to utilize worship music that is appreciated by all generations to draw our hearts into a deeper knowledge of who God is and how He loves us.



# RESPONSIBILITIES

## Leading CBC's Community Care Ministries

The Associate Pastor of Community Care is responsible for providing leadership and for establishing the vision, mission, and values for CBC's Community Care Ministries. He does this to best meet the spiritual, emotional, mental, physical, and relational needs across the families of our multi-generational congregation. He demonstrates the heart of a shepherd that "speaks truth in love" (Eph. 4:15), bringing to bear the truth of the Word of God with compassion and empathy. He utilizes a broad range of "people skills," in both nurturing as well as in exhorting (1 Thess. 2:7-12), depending upon what is needed in the situation. He demonstrates discernment to recognize and address the deeper core issues beyond surface issues. He is able to create and implement appropriate systems and programs to mobilize staff and volunteers to best provide care for the family of CBC. He demonstrates communication skills that are clear, compelling, and caring.



## Counseling/Shepherding

The Associate Pastor of Community Care is responsible to utilize his education and experience in formal or informal counseling and shepherding of congregants. He works with the Church Parish Nurse and other community Care leaders to determine the best avenue of care, depending on the congregant's mental, emotional, relational, physical, and spiritual needs. He shows compassion and empathy for individuals and families experiencing significant life issues. He discerns the deeper issues and determines the right pathway of care, whether he provides care himself, delegates to other Community Care leaders, or refers to external resources. He may provide short-term counseling/shepherding for a congregant, but he is not to be the long term source of counseling.

## Preaching/Teaching

The Associate Pastor of Community Care shares responsibility in providing engaging preaching of God's Word. He preaches and teaches passages of Scripture in a manner that reveals the Holy Spirit's intention for each passage and then seeks to apply it to today's Christian life. His sermons are anchored in a biblical text, with the content emphasizing the centrality of Christ. His preaching demonstrates a systematic teaching of the Scriptures, primarily in expository form. However, he may choose to address cultural sensitivities or current needs facing the body of Christ through topical messages. Through the spoken word he is able to both nourish and inspire the congregation to love, obedience, and service.

## Ministry Focus and Responsibilities

The Associate Pastor of Community Care has the following focuses in ministry:

- Sustain and expand Community Care Ministries by leading and training participating staff and volunteers
- Support the short-term and long-term strategies to execute the mission, vision, and initiatives for the church, based on God's leading
- Help to cultivate an environment that welcomes change and overcomes resistance by helping lead the congregation to embrace God's calling
- Support the efforts to develop the next generation of church leaders, including elders, teachers, and ministry leaders

The Associate Pastor of Community Care's role is also responsible to:

- Provide spiritual leadership and direction for the Community Care Ministries
- Be the secondary preaching resource to the Senior Pastor and work as part of a broader preaching team
- Provide general pastoral care in areas of weddings, funerals, home/hospital visits, etc.
- Actively participate in pastoral staff meetings and initiatives to assess and strengthen current ministries and identify gaps and areas where improvements are needed
- Support an atmosphere of positive change and provide support, motivation, and strategy for the change process that is in line with the vision and mission of CBC
- Identify Community Care Ministry leadership candidates and participate in their equipping
  - Serve as a face of the church family by engaging in various facets of church life, interacting with congregants and visitors on Sundays and at church events, as well as interfacing with the community
  - Provide a personal example that instills confidence in others to follow God's will
  - Build relationships across all ages, stages of life, and maturity levels
  - Provide a minimal level of personal counseling with congregants and have the wisdom to know when to refer to external counseling resources



## REPORTING RELATIONSHIPS

The Associate Pastor of Community Care reports to the Senior Pastor.

His peers include the other associate pastors and ministry directors.

**Direct staff reports:** the Church Parish Nurse to whom he provides leadership, direction, coaching, and mentoring

**Dotted line staff reports:** wedding coordination, funeral coordination

**Volunteer oversight:** He leads, develops, coaches, and guides the volunteer leaders and participants of the Community Care Ministries, which include: the AGAPE fund (benevolent fund), Hearts of Hope (domestic abuse survivors), Grief Share, Divorce Care, Memory Care, Blended Families, Marriage Mentoring, Legacy Ministry (60+), and the New Commandment Ministry (serving widows, shut-ins, and single mothers).



# CANDIDATE QUALIFICATIONS

## Education & Experience

The Associate Pastor of Community Care should have a strong biblical and theological background. A Master of Divinity degree or a doctorate is preferable, or the equivalent experience thereof. A Master's degree in Counseling is preferable, or the equivalent experience thereof. He should have at least 7+ years of pastoral experience.

## Personal Characteristics

### • Personal and Professional Life:

The incumbent's personal and professional life must be characterized by prayer, preparation (study), and the continuing practice of hiding the Word of God in his heart. He must exhibit a personal and growing relationship with God, a teachable spirit, and a healthy family life as outlined in 1 Timothy 3:1-7

• **Communication:** The incumbent should be an excellent communicator that is able to make connections with people, on an individual level and also on a church-wide level, as he represents and leads the Community Care Ministries

• **Shepherd's Heart and Practice:** The incumbent should have a heart of compassion and empathy, yet also be able to speak the truth in love. He should be able to shepherd the congregation within a variety of personal and family issues, across all ages

• **Preaching:** The incumbent's teaching style should be engaging, primarily, but not exclusively, expository and have practical application in context of today's culture

• **Passions:** The incumbent should be passionate about caring for the spiritual, emotional, mental, physical, and relational needs of others.

He should also be passionate about preaching/teaching God's word and about personal and church discipleship, supporting our vision of Making Disciples Together

- **Leadership:** The incumbent should be a servant-leader who leads by example, works effectively with others, and possesses a passion for mentoring participating staff and volunteers
- **Interpersonal Relations and Approachability:** The incumbent should enjoy proactively reaching out to and connecting with congregants on a personal level. Congregants should find him warm, accepting, approachable, and non-judgmental. His approach to people should demonstrate a restorative nature that comes alongside others, with a caring and tender heart. He should demonstrate empathic listening that values and affirms the individual, while also shepherding them toward the gospel and joyful obedience
- **Personal Resilience and Capacity:** The incumbent should be receptive to critical feedback, be able to handle stress well, be decisive, have the ability to build consensus, and handle a demanding workload without sacrificing family life and spiritual growth. He should be able to share information in a constructive way that is not off-putting
- **Biblical Peacemaking and Steadfastness:**
  - ◇ The incumbent should have steadfastness to truth, remaining constant in the biblical gospel message and not becoming swayed by winds of doctrine. He should be able to refute false doctrine
  - ◇ The incumbent should be able to resist the pull of popular social or political trends that infiltrate the church so as to ensure that the gospel remains the priority
  - ◇ The incumbent should be willing and able to confront difficult situations and people, but to do so with gentleness, kindness, and truth
- **Discernment:**
  - ◇ The incumbent should be able to listen intently, as well as seek out and sift through various narratives to pull out the truth
  - ◇ The incumbent should lovingly determine the appropriate approach, balancing when to be tough and when to be tender in each situation
- **Vibrant relationship with Jesus:** The incumbent must have a vibrant relationship with Jesus. He should model what it means to be a disciple to the congregation. His passion for discipleship and love for people should



enable him to equip believers, preparing them to be leaders in the church and in their families, as well as to represent Christ in our community. He should partner with the pastors and elders in modeling and leading the congregation in fulfilling our vision of Making Disciples Together

- **Personal Leadership:** The incumbent should demonstrate excellent self-leadership. He should demonstrate a high level of adaptability and flexibility in his area of Community Care Ministry, as well as in being a part of the pastoral leadership team. He should have a high level of capacity and resiliency to multi-task on daily activities, unexpected activities, and medium/long-term initiatives

### Accountabilities:

- **Leading Community Care Ministries:** Envision, initiate, and grow Community Care Ministries to meet the emotional, mental, relational, spiritual, and physical needs of the Calvary family. The Community Care Ministries include: AGAPE fund (benevolent fund), Hearts of Hope (domestic abuse survivors), Grief Share, Divorce Care, Memory Care, Blended Families, Marriage Mentoring, Legacy Ministry (Seniors), and the New Commandment Ministry (serving widows, shut-ins, and single mothers)
- **People Leadership:** Provide spiritual leadership, recruiting, coaching, and direction that inspires and motivates participating staff and volunteers to increase awareness of and meet the care needs of a multigenerational congregation
- **Preaching:** Minister God's Word in an engaging manner that illuminates Scripture, teaches sound doctrine, inspires and convicts listeners toward godly living, and motivates people to follow the Lord Jesus Christ through practical application
- **Discipling:** Equip, develop, and empower Christ-followers to effectively share the gospel and to make disciples who will produce more disciples





# WHO WE ARE

## Our Mission

Calvary Bible Church is a Christ-centered community whose purpose is to glorify God through the transforming power of Christ's truth and love, so that we can make disciples from all nations who know Him and make Him known.

## Our Vision

Making Disciples Together...  
...in our homes  
...within the church  
...among our neighbors  
...throughout the world

## Our Values

- **Dependence:** We will be a humble and prayerful congregation with a deepening dependence on God's grace in Christ and be directed by the Holy Spirit (Eph. 2:8-9; Gal. 5:16; Eph. 6:18).
- **Surrender:** In response to God's grace, we will be a congregation committed to a joyful obedience to Him and to His kingdom. This includes submitting our hearts, engaging in Christ's mission, and being wise stewards of the resources He has provided (Eph. 2:10; Luke 9:23-24).
- **Christ-Centered Teaching:** We strive for all to be biblically grounded, transformed, and equipped through the private and corporate study of God's Word, as it reveals God's redemptive work in Christ (2 Tim. 3:15-17; Eph. 2:9-10).
- **Gospel Shaped Community:** We believe that a culture of community is the essential context for discipleship and aspire to dynamic relationships among fellow believers across all generations (2 Tim. 2:1-2; Eph. 5:18-19).
- **Inter-Generational Culture:** We seek to unite believers of all ages to come together in worship and service to the Lord (Deut. 6:6-7).

## Our Beliefs

We hold to an orthodox statement of faith, including our belief in:

- The supremacy of Scripture
- The triune Godhead
- The priesthood of all believers
- Salvation by grace through faith in the work of Christ Jesus
- The ordinances of baptism and communion
- The security of the believer's salvation in Christ
- Marriage between one man and one woman, as described in Genesis
- The leadership of the church by elders and pastors who meet the qualifications described in Titus 1 and 1 Timothy 3

The full statement of faith is available on our website at: <https://cbcneenah.org/Beliefs>



# MINISTRY OVERVIEW

Calvary Bible Church is a multi-generational family of Christ followers. We have a flourishing Children's Ministry, serving over 250 young families weekly. Our Student and Women's Ministries both engage many who do not regularly attend worship services at Calvary or elsewhere. We have a rich heritage of local and global evangelism and a heart for serving each other.



## Adult Ministries

Our Adult Ministries provide a wide variety of opportunities to help people connect with other believers and to grow in their relationship with Jesus. We focus on the study of God's Word, building lasting friendships, and encouraging believers to understand how God has wired them to love Him and to serve others. Our goal is to meet each believer in whatever stage of life or faith they are in and to help them find a place in the church family where they are loved and can grow deeper in their relationship with Jesus Christ.

Our Adult Ministry program features:

- Adult Sunday classes that provide teaching and regular community for believers in various life stages
- Men's and Women's Bible studies that meet weekly and offer special events throughout the year
- Small groups that meet several times a month outside of the church, offering a deeper connection with others in a similar stage of life
- Additional programs such as DivorceCare, GriefShare, Marriage Mentoring, and Blended Family ministries that provide meaningful connection and growth opportunities for those who are walking through specific circumstances of life



## Student Ministry

We desire to see young people in grades 7-12 come to know Jesus Christ and to follow Him with their lives. Our goal is for youth to find a place to belong in our church family and to ultimately become part of God's family. We seek to partner with parents and offer engaging activities to support them and their children, including:

- Wednesday night gatherings throughout the year
- Sunday mornings
- Annual mission trips
- Retreats, camping trips, and service projects throughout the year

## Children's Ministry

We desire to help children develop a personal relationship with Jesus Christ in ways that are both meaningful and fun. We work hard to provide a safe, secure, creative, nurturing, and biblically based learning environment for children and families.

We emphasize the gospel, the authority of the Bible, and continued dependence on God in all our programs, including:

- Sunday mornings - age appropriate curriculum developed for infants through elementary classes
- Wednesday AWANA programming, from Puggles to Timothy Award earners
- Annual Vacation Bible School event
- Family events such as an annual baseball outing, gingerbread house building, movie nights, and more





## Evangelism Ministry

Our evangelism ministry is committed to sharing the gospel from the ends of our driveways to the ends of the earth. We strive to build long-term friendships with our neighbors, so they might join God's family, and we are committed to reaching the lost around the world. Some highlights of this ministry include:

- Regular evangelism training for our congregation in small group settings
- Annual Missions Weekend celebration of global evangelism, with in-house speakers, fellowship, and food
- Local and global evangelism teams who regularly pray for, plan, and lead evangelism initiatives for the rest of the Calvary family
- Caring for and supporting over 25 missionaries and agencies around the world



More information about the ministries at  
Calvary Bible Church can be found at:  
<https://cbcneenah.org>



# SUNDAY PROGRAMMING

We believe God's Word is relevant for all times. In our Sunday morning services, we offer encouraging biblical teaching that helps us discover Christ-centered solutions for the important issues we face in our lives.

God created us to worship Him and obey Him in whatever He asks us to do. We want to be a house of worship and fellowship for people of all ages and backgrounds. Whether someone is exploring the significance of Jesus Christ or has already accepted Jesus as their Savior and wants to develop a closer relationship with Him, they will find a place at Calvary.

We have two identical services at 8:30 and 11 a.m. The worship service lasts about 60 minutes. During that time, we sing, pray, give, share ministry highlights, and listen to the preaching of God's Word.

A worship team leads our music with guitars, piano, keyboard, and percussion. We draw the believer and seeker into the presence of God. Our worship music on Sunday mornings focuses on a blend of contemporary and traditional music in a variety of forms to appeal to the hearts of all generations to draw them closer to our Savior.

We focus on taking the truths of the Bible and explaining them in a manner that applies to our world today. We spend most of the year preaching through books of the Bible, with occasional breaks for topic-based sermons.

We also hold Sunday school classes for all age-groups during first and middle hours. We focus on developing relationships and providing sound biblical teaching.



# HISTORICAL OVERVIEW

Calvary Bible Church was founded over 90 years ago from a home Bible study with fundamentalist roots. Early ministry efforts included Music Outreach, Student Ministry, and sound biblical preaching. Our name has changed three times, and we have been in four different buildings. Our current facility, where we have been since 1989, sits on 22 acres and has undergone four building projects. In August 2021, the congregation completed the fifth building project to expand the Adult, Student, and Relational ministry space of the church and to consolidate and improve the usability and safety of our Children's Ministry space.



Our primary ministry emphasis has been preaching, teaching, living out, and sharing the gospel. Throughout our history, new ministries were launched, which have carried on to this day. A Women's Ministry was formed in the first decade of our church. Today, this ministry has several initiatives meant to impact the spiritual development of women of all ages and stages, and more than 75 women gather every week. Starting in 1960, Children's Ministry became a focus. Less than 10 years later, the church purchased a bus for use for Sunday school, youth work, camp, and outings. The Children's Ministry has developed into one of the largest ministries in the church, with age appropriate lessons for every age (even the infants and toddlers), a mid-week AWANA program, Vacation Bible School, and other family events.

Since 1977, Christian education has been an integral part of the ministries of CBC. The educational space has recently transitioned to an established, local Christian school that will carry on the growth of Christian education in our community.

In the 60s and 80s, global missions became a large focus, with both decades seeing substantial growth. New missionaries were sent out, and teams were formed to pray, advocate, and support global evangelism efforts. Other ministries that have formed focus on mentoring, marriage, discipling, small groups, and parenting.

Beginning in 2014, the leaders of the church began to formulate a vision to guide us into the next season of ministry. **Making Disciples Together: in our homes, within the church, among our neighbors, and throughout the world** was adopted as our vision in 2017. This vision underscores our rich tradition of discipleship, while providing renewed focus for a church that has grown substantially since its founding. With this vision in place, we are ready to synthesize our existing ministries and formulate strategies to grow the Kingdom of God.



# COMMUNITY

## Fox Cities

Known in a larger sense as the “Fox Cities,” for their location in the Fox River Valley, the cities of Appleton, Oshkosh, Neenah, and Menasha line the shores of Lake Winnebago. Lumber and paper production form much of the area’s economic base, led by consumer products giant Kimberly-Clark. In keeping with Wisconsin’s dedication to the art of cheesemaking, the area is home to several specialty cheese makers and dairies. Less visible, but equally important, are

locally owned businesses related to agriculture and light manufacturing.

The Fox Valley is a Midwest center for music festivals, including: The Mile of Music, Life Fest, and Country USA. It is also home to EAA

AirVenture, the largest airshow in the world. The Fox Cities have a distinct, clean, small-town feel, with an abundance of parks, trees, and historic buildings, and residents have pride for the area.

Outdoor recreation is abundant, highlighted by water sports in summer and snow-mobiling in winter. Crime rates are very low, and living costs are reasonable relative to incomes.

The Fox Cities sit in a mostly level valley plain, surrounded by areas of low-rolling and densely wooded hills. Just a short drive away, Highcliff State Park is a popular destination for camping and hiking. With a thriving downtown scene, ranking as a top place to live, and with a good environment to raise children and families, Neenah and the surrounding Wisconsin areas have a small-town feel, yet has larger city opportunities, and is a great place to call home.

## Culture/ People

Once a stronghold of mainline denominations (Catholic, Lutheran, and Methodist), in 2017 Barna Research ranked the Fox Cities the 39<sup>th</sup> most post-Christian areas in the United States. The Fox Cities is made up of immigrants, historically European. In recent decades, a large Hmong community resettled in the area. There is also now a large Hispanic community, and World Relief has resettled over 200 refugee families in the last 10 years. World Relief identified the area as an ideal landing spot due to affordable housing, a strong job market, and a hospitable community.

## Neenah

Neenah, Wisconsin, where CBC is located, is a waterfront community located in the greater Fox Cities. Nestled along the shores of Lake Winnebago, Neenah boasts a thriving downtown, with many locally owned small businesses, as well as larger retailers in the surrounding area. The community has a solid economic base supported by the corporate and manufacturing sector, including consumer products giant Kimberly-Clark’s Corporate R&D Offices. With a population of 27,000, Neenah hosts a number of community events, including a farmer’s market, Theater in the Park, Community Band concerts, and the popular Independence Day Parade of Lights boat procession. Neenah’s public school district, which has a state report card rating of “exceeds expectations,” is committed to a focus on educational excellence. Neenah offers the perfect blend of small-town spirit with the convenience of living in the fastest growing urban center in Wisconsin, the Fox Cities metropolitan area.

For more information about what it’s like to live and work in NE Wisconsin, visit: <https://www.thenewnorth.com/living-in-the-new-north>

