

1. **Job Title:** Pastor in Training/Assistant Pastor. City Evangelical Church Leeds (CEC Leeds). (title will depend on experience and training already received)
2. **Accountable to:** The Elders (Trustees) of CEC Leeds. Reporting principally to the Pastor (Chris Schofield) as line manager.
3. **Period of service:** 2 years fixed term - from 1st September 2026 (or a date later that is mutually agreed), ending on 31 August 2028 (or the appropriate day corresponding to 2 years).

4. **Role Profile:**

The Pastor-in-training/Assistant Pastor role exists, in part, to fulfil 2 Timothy 2:2, to entrust the gospel deposit to 'faithful men who will be able to teach others.' This role is for a man who is either starting or early on in serving as a fulltime Pastor. You will work under the supervision of the Pastor and elders, you will serve the church family through Bible teaching, prayer, pastoral care and practical service. You will be significantly involved in preaching and service leading. Personal spiritual formation is an important part of this role. You will be overseeing the children and youth ministries (under the oversight of the elders) this will involve leading volunteers and help develop your leadership skills. As the role is a training role you will receive regular feedback and support.

This role is open to a man hoping to start theological training, is in the middle of theological training or who has recently completed theological training but would benefit from some more hands-on ministry training experience.

5. **Duties to include**

- **Personal formation**

To meet regularly (weekly) with the Pastor to cultivate a deeper spiritual formation (prayer, evangelism, reading).

To report to the Pastor concerning personal development and ministry responsibilities.

Prayer and personal devotion are paramount to the Christian life and especially in Christian ministry. To develop a regular pattern of personal prayer and bible study.

You will increasingly demonstrate the characteristics of 1 Timothy 3, Titus 1.

You will be marked by personal holiness.

Your life will be one marked by repentance and faith and trusting in Christ for your strength and salvation.

You will have a heart that longs for Christians to be built up and established in the faith.

You will have a heart that longs for unbelievers to know Christ and his forgiving grace.

- ***Specific Ministry Responsibilities***

- Preaching and service leading regularly at church services.

Preaching and service leading, alongside spiritual formation, are the main components of this role. In helping to train as a future pastor it is envisaged that you would be aiming at 20+ preaching opportunities in the church per year as well as setting up and leading many church services. Appropriate feedback and support will be provided from the Pastor and the elders.

- To oversee and support the children and youth ministry teams.

To work with the leaders and teams in this ministry area. To oversee the strategy in conjunction with the eldership for the children, youth and family ministries of the church.

- ***Broader Church Responsibility***

To be an active member during our Sunday gatherings (10:45 and 18:30), prayer meeting (1st wed evening of the month) and to assist in providing pastoral care to the church family.

To assist the elders in the general visiting and care of the congregation, informing the elders of any deeper needs that may require their attention.

To assist the elders in the recruitment and training of volunteers for the various ministries of the church, and especially those involving children and youth work.

Evangelism: To help in the church's outreach. To be involved in evangelistic courses (Hope Explored, etc).

Attendance: In addition to normal activities, on occasion attend/participate at Church events on your day off, taking the day in lieu at another time.

- ***Theological Training***

To undertake appropriate external theological training – (e.g. Crosslands or another suitable course, to be decided upon in discussion with the Elders)

- ***General responsibilities***

To be a role model who is teaching the Bible to and having pastoral responsibility with a life that in its direction and priorities affirms what is taught.

To have participation in many other areas of church life, where possible.

To participate in wider partnership events (e.g. FIEC).

To abide by CEC Leeds' Safeguarding policy and attend appropriate training in child protection.

Other duties as required by the pastor/ elders.

Person Specification

We expect certain qualities from all staff members:

- A Christian who is in good standing with their local church
- A commitment to the authority and teachings of the Bible
- A determination to live consistently as a disciple of Christ, including honesty, integrity and general godliness
- Someone who loves the Lord and loves people
- Someone who is seeking to live wholeheartedly for the Lord and growing in godliness
- A commitment to the beliefs and vision of the church, in particular wholehearted agreement with our Statement of Faith and our ethos statements.
- An ability to understand and encourage others, work as a team and communicate well
- As a condition of employment, all staff are expected to operate as active members of this church, including attending the corporate gatherings, modelling discipleship and contributing to the life and witness of the church

Person specifications: In addition to the above, for this particular role, we are looking for someone who

- Is a man, as the role is heading towards a church pastor role. (see occupational requirements)
- Shows the character traits of an elder as set out in 1 Tim 3 & Titus 1 (this role is not linked with becoming an automatic elder in the church), as the man would be preaching regularly, teaching and leading services and character is a central component of biblical qualification for such a role.
- Has a heart for shepherding God's people.
- Has a heart to learn and be trained as a gospel minister.
- Who is showing some gifting in being able to teach and preach from the Bible.
- Who is willing and eager to support the children's and youth ministry teams as described in the job description.
- Who is showing some gifting in being able to lead.
- Who has a heart to serve the local church.
- Someone who is recognised by others as suitable for ministry.

Occupational requirement : There is an occupational requirement that the job holder must be a Christian man in full agreement with our Basis of Faith and our ethos statements. Also there is a requirement that the job holder undertakes an Enhanced DBS, agrees to adhere to our Safeguarding policy and Staff Handbook.

Working Conditions

- Hours: 40 hours per week, including some evenings
- Salary: £27,800-34,800 depending on skills and experience, training budget & pension.
- Place of work: At the church or at times at home (to be agreed with line manager)
- Holidays: 5 weeks as mutually agreed to fit around the work schedule. Bank holidays on top of this
- Further info: This post is subject to occupational requirements stated above and satisfactory references and successful enhanced DBS check.

Applications can only be considered from those who are UK citizens or who otherwise have a right to work in the UK.

Application process

- Closing Date for applications is 20th May (1 month after advert goes out)
- We will then shortlist following which we will hold interviews (dates TBC - anticipated in June). Following interviews should there be a suitable candidate he will then be invited to preach and meet the church (date TBC - anticipated in early July).
- The appointment will be subject to satisfactory references, occupational requirements stated above, successful enhanced DBS and a church member vote.
- Start date will be 1 September 2026 or as mutually agreed. The appointment would be for 2 years fixed term - from 1st September 2026 (or a date later that is mutually agreed), ending on 31 August 2028 (or the appropriate date corresponding to 2 years fixed term contract).
- For information, to ask questions or to submit an application please email our Pastor, chris.schofield@cecleeds.co.uk