



**Job Title:** Pastor

**Reports To:** The Church at Large

### **Job Overview**

We believe that the Bible is God's perfect Word to us written by human authors, under the supernatural guidance of the Holy Spirit. The Bible is the basis for what we believe and the way we live, and we seek a senior pastor who believes, lives, and teaches the same. Bible-based teaching that helps the congregation grow spiritually and a shepherd's heart are a priority. The senior pastor will provide pastoral care, basic administrative leadership and lead outreach to the local community with support of the church body. It is important that the senior pastor remains accessible, approachable, and engaged with the church family.

### **Biblical Qualifications of a Godly Pastor/Elder**

We understand that 1st Timothy 3:2-7 is the key passage to understand what the Bible says about a pastor's profile. Paul identified 14 characteristics of a healthy pastor.

1. Behavior that consistently shows obedience to God ("above reproach," v. 2)
2. Faithfulness in marriage ("husband of one wife," v. 2)
3. Self-control in spirit and actions ("self-controlled," v. 2)
4. Able to make appropriate decisions for the good of the kingdom of God ("sensible," v. 2)
5. Christian dignity in behavior patterns ("hospitable," v. 2)
6. Genuine care for persons ("hospitable," v. 2)
7. Effective teacher of the truths of God's Word ("an able teacher," v. 2)
8. Unwillingness to let alcohol control him ("not addicted to wine," v. 3)
9. A gentle spirit ("not a bully but gentle," v. 3)
10. A peacemaker ("not quarrelsome," v. 3)
11. Actions not motivated by the love of money ("not greedy," v. 3)
12. Spiritual leader of his family ("manages his own household competently, having his children under control with all dignity," v. 4)
13. Mature in Christian belief and practice ("must not be a new convert," v. 6)
14. Credibility that attracts those outside the church ("must have a good reputation among outsiders," v. 7)

### **Qualifications**

- 10 years of experience in a ministerial role preferred.
- Masters in divinity strongly preferred
- Experience in church organizational leadership strongly preferred.
- Have a personal relationship with God through Jesus Christ and has followed through with the act of believer's baptism. Be able to share his salvation experience publicly.
- Be able to express a specific call to the ministry.
- He will understand and adhere to the biblical guidelines laid out in Pastoral Epistles.



## Responsibilities and Duties

**Leadership:** The pastor will lead and develop leadership for the equipping of the congregation to fulfill and accomplish the mission of the church.

- Provide general servant leadership for the welfare and oversight of the church.
- Serve as ex-officio member of all church committees and organizations.
- Work with the church to set a schedule of office hours.
- Serve as chairman of the Church Council in preparation to present a Calendar of Activities for the year.
- Serve as Moderator of the business meetings of the church, as per church bylaws.

**Ministry:** The pastor will use his spiritual gifts to edify and build up the local body of believers. He will provide appropriate pastoral care to members of the church. He will equip the leadership and members of the church to do the same.

- Preside over all meetings of the church and be prepared to preach Sunday mornings, Sunday nights and Wednesday night service.
- Work closely with the other Ministry Staff members in planning for the worship services.
- Work closely with the Ministry Staff and Deacons in caring for the church family. (Hospital visits, nursing home visits, etc.)
- Work closely with all church program and ministry directors.
- Officiate at church weddings or assign a designee. (Note - Church wedding policy)
- Officiate at the observance of the Lord's Supper.
- Baptize new believers who are ready for believer's baptism or assign a designee.

## Leave Policy:

- *Work Schedule:* 2 days off per week, Saturday and 1 weekday, from pastoral duties.
- *Sick Leave:* Shall be allowed two weeks of sick leave with pay, with the church providing pulpit supply when needed. Any sick leave requested over the two week allowance shall be approved by the church.
- *Vacation Leave:* Shall be allowed two weeks of annual leave with pay for vacation, with the church providing for the pulpit supply. The two weeks may be taken consecutively or separately, at the pastor's discretion. The Pastor shall be allowed three weeks after three years of service.
- *Other Meetings:* The Pastor shall be allowed to attend the associational, state, and Southern Baptist Convention annual meetings with pay, with the church providing the pulpit supply when needed. He shall be allowed to attend other denominational meetings, revivals, conventions, conferences, retreats, or camps upon the approval of the church (mutual agreement being made regarding pulpit supply when applicable.)