

Senior Pastor Job Description (Fellowship CRC)

Updated May 2020

Pastor's General Responsibilities

The Pastor is to serve God and Fellowship Church by:

1. Providing biblical, spiritual, pastoral and visionary leadership within the framework of the Fellowship's overall vision, mission and purpose
2. Promoting the spiritual health, growth and well-being of the congregation through preaching, teaching, prayer and administration of the sacraments

Personal Qualifications

1. Be a committed Christian, speaking freely about a personal relationship with the Lord
2. Be a person of prayer, a student of the Bible, and be committed to personal spiritual growth
3. Demonstrates a life submitted to Christ through lifestyle choices, words, and practice.
4. Possesses a heart for youth; is personable to pastor youth and young adults
5. Proven leadership in an outreach minded church; has a passion to reach those who do not know Christ
6. Have a love for the Christian Reformed Church, submitting to accountability, acknowledging the authority of the body of Christ
7. Be a cooperative, self-confident motivator
8. Be an effective team-builder
9. Be a compassionate and empathetic shepherd
10. An effective communicator

SPECIFIC RESPONSIBILITIES:

Preaching/Teaching and Worship

1. Plan and implement a weekly preaching schedule, teaching the whole truth of God and encouraging growth and a daily walk of faith (teaching that has life application)
2. In collaboration with all ministry leaders, ensures that there is solid, engaging Biblical teaching for all age groups outside Sunday worship and creates a structured plan/program to provide discipleship for children, teens, young adults, new Christians and mature Christians
3. Meets weekly with the Music Coordinator to evaluate and plan all regular and special services
4. Preaching that awakens a desire to reach the unsaved and is sensitive to new believers, calling them to a personal relationship with Christ

Leadership and Administration

1. Works alongside Council developing a compelling vision and is the primary champion for implementation
2. Sits on the Council and attends all meetings
3. Attends Classis meetings as requested by Council.
4. Schedule and participate in the planning and leadership of an annual Council retreat that educates, motivates, and supports its members
5. Lead the staff, consisting of a youth pastor, care group coordinator, music director, and children's ministry coordinator, and manage and direct the work of the administrative assistant
6. Encourage members with leadership potential to use their gifts in church ministry
7. Provide and arranges for leadership development and training for church leaders, volunteers, and staff
8. Teach a New Members Class at least twice a year
9. Teach Profession of Faith classes as needed

Pastoral Care

1. Leads the Pastoral Care Team
2. Delegates and shares pastoral care with care group leaders, Local Missions Team and Care Ministry Team
3. Attends one Care Ministry Team meeting per year
4. Makes hospital visits as needed
5. Makes yearly visits (more as necessary) to seniors and shut-ins
6. Makes baptism preparation visits
7. Provides minor counselling (supportive listening), and refers to professionals for those needing more extensive counselling as needed
8. Conducts baptisms and funerals, pre-marriage counselling, and weddings as required
9. Fosters a servant heart in the members of Fellowship so that we are a body that supports and cares for each other

Outreach/Community Engagement

1. Engages in the community through involvement in clubs, committees, as a speaker or volunteer in key community endeavours according to passion, giftedness and interest
2. Equips and mobilizes key leaders and volunteers within the church in the role of evangelism and in the development of strategic outreach ministries and initiatives
3. Represents Fellowship in the local ministerial

Professional Development/Personal Growth

1. The senior pastor is a life-long learner, attending courses/workshops regularly
2. Devotes time to spiritual, mental, physical development and well-being through personal disciplines
3. Encouraged to attend a care group as a participant or leader
4. Encouraged to seek out an accountability prayer partner within the church community as well as a mentor within Classis or the local ministerial
5. Schedules personal prayer retreats