

Senior Pastor Job Description

TITLE: Senior Pastor of Grace Community Church

PRIMARY EMPHASES: Preaching, training and equipping the Elders and congregation, overseeing staff, and leading community outreach.

DESCRIPTION: The Senior Pastor of Grace Community Church (GCC) is called by God to serve Jesus Christ and to guide the congregation of GCC in the fulfillment of the church's stated mission: "*Learning to authentically live out Jesus' grace.*" The Senior Pastor, who reports to the Board of Elders, will serve as the primary spiritual and visionary leader for GCC. As such, the Senior Pastor will develop a team to foster spiritual growth among members and empower them into mission and ministry.

PRIMARY RESPONSIBILITIES:

1. Maintain a personal relationship with Jesus Christ. Is a consistent witness for Jesus Christ, maintain a courteous, Christ-like attitude in dealing with people within and outside of Grace Community Church, and faithfully uphold this ministry in prayer
2. Preach most Sunday morning worship services and special holidays
3. Provide worship themes and coordinate services with worship team
4. Provide spiritual leadership to Board of Elders, church staff, and congregation
5. Participate as a voting member of the Board of Elders
6. Work with the Elders and congregation to articulate the vision and strategy for GCC
7. Mentor, disciple, and equip the elders and congregation to carry out the church's mission
8. Identify and disciple present and future leaders at GCC with the intent to delegate and empower these individuals to lead ministries at GCC
9. Promote ongoing communication throughout GCC
10. Supervise Children's Ministry Director and Youth Ministry Director
11. Be involved in the local community to build bridges to Christ and His Church
12. Work with church staff and volunteers to ensure church buildings and grounds are in good repair and all long-term contracts are current
13. Work in conjunction with church treasurer, Elders, staff, and church leaders to oversee annual church budget process

SECONDARY RESPONSIBILITIES:

1. Provide short-term pastoral counseling
2. Facilitate updates of the GCC constitution and bi-laws, as needed, in collaboration with the Elder Board
3. Visit people who are sick or homebound
4. Perform weddings and funerals
5. Mentor interns and seminary students
6. Provide oversight of the Deacons
7. Coordinate space planning for events at the church

EDUCATION

- Master of Divinity (preferred)
- Be an ordained minister or willing to be ordained at GCC
- Licensed in the Commonwealth of Massachusetts within 6 months of hiring
- Be a constant student of Scripture and of life, pursuing growth and development from a wide array of Biblical sources

EXPERIENCE

- At least 5 years of ministry experience
- Proven track record of servant leadership
- Demonstrate gifts of preaching and teaching with substantial knowledge of both testaments
- Demonstrate clear understanding of how the Gospel and its implications permeate all of Christian life and thought
- Actively support missions and outreach work to community
- Demonstrate positive impact in previous ministry

DOCTRINAL BELIEFS: Hold without reservation to the GCC Statement of Faith

PERSONAL AND SPIRITUAL ATTRIBUTES: Faithfully communicates how God is working in his life, demonstrating true submission and humility

- Must be saved and baptized, Acts 2:38
- Has a heart for God and a shepherd's love for people
- Seek the filling and guidance of the Holy Spirit
- Is inviting and personable, with a warm approach toward people
- Put his family relationships foremost in priority after his walk with God
- Encourage all GCC members to discover and use their spiritual gifts
- Share the gospel to the body of believers, community, and the world
- Has a passion for evangelism and a vision for reaching out to the community
- Effectively communicate biblical truths to both unbelievers and mature Christians
- Possess a healthy, constructive, gracious spirit to believers of other denominations and traditions

EXPECTATIONS:

- Live out the Great Commission to make disciples and proclaim the gospel
- Encourage discipleship and spiritual growth in all attendees at GCC
- Consistently demonstrate a desire to seek after God
- Open to carefully listen to the advice and counsel of spiritual mentors
- Committed to prayer
- Support worship that draws from the historical traditions of the church as well as modern worship expressions
- Committed to community outreach
- Committed to wise confidentiality regarding church business and personal counseling encounters

REQUIRED QUALITIES

The Senior Pastor is accountable to:

- God: by bringing honor and glory to the Father, abiding in Christ, being Spirit-filled, and demonstrating true knowledge of and submission to the Word of God
 - Above reproach (1 Timothy 3:2, Titus 1:7)
 - Not a new convert (1 Timothy 3:6)
 - Upright and holy, loving what is good (Titus 1:8)
 - Holding firm to scriptural truths (Titus 1:9)
 - Able to teach (1 Timothy 3:2, Titus 1:9)
 - Able to preach the Word and fulfill His ministry (2 Timothy 4:1–5)
- Family: by cherishing, encouraging, loving, nurturing, and serving his family
 - Husband of one wife (1 Timothy 3:2, Titus 1:6)
 - Manages his family well (1 Timothy 3:4–5, Titus 1:6)
- Elders & Congregation: by regularly checking in with the Elders and prayerfully considering congregation feedback
 - Be a shepherd (Acts 20:28, 1 Peter 5:2-3)
- A Brother in Christ: by establishing and maintaining a mutual accountability relationship
 - Not overbearing, quarrelsome, or violent, but gentle (Titus 1:7, 1 Timothy 3:3)
 - Not quick-tempered (Titus 1:7)
- Mentors/Professional Peers: by maintaining and deepening relationships with other pastors
 - Good reputation with outsiders (1 Timothy 3:7)
 - Respectable and sincere (1 Timothy 3:2)
 - Hospitable (1 Timothy 3:2, Titus 1:8)
- Relation to Self:
 - Self-controlled, exercising good judgment, clear-headed (Titus 1:8, 1 Timothy 3:2)
 - Not given to drunkenness or other addictive behavior (Titus 1:7, 1 Timothy 3:3)
 - Not a lover of money (1 Timothy 3:3)
 - Not greedy (Titus 1:7)