

## Lead Pastor Job Description

### **Purpose/Scope:**

The Lead Pastor will promote the vision and mission of South Olive Church to the congregation, and community. He will ensure that ministries of the church are being implemented consistent with the goals and objectives of the church, Classis, denomination, and community.

### **Principal Duties**

- **Leadership:** Lead and oversee the spiritual welfare of the congregation. Be the spiritual leader of the Church responsible for preaching and teaching the gospel, administering the sacraments of Baptism and Holy Communion, and promoting spiritual growth. Work with church leadership in developing a strategic plan that aligns with our church mission and values for the future.
- **Worship Services:** Proclaim the Gospel to the church, the community, and the world. Plan and/or conduct all worship and public services of the church. Officiate weddings and funerals as appropriate and perform the official acts of ministry as written in the Christian Reformed Church Order.
- **Worship Planning:** Oversee the coordination and communication with musicians, praise teams and pulpit supply. Coordinate the presentation of worship along with the Worship Leader and team on Sunday's and special events. Will develop worship themes and seasons.
- **Education:** Provides direction and support to our church Advocates. Serves as a resource and provides assistance to lead the church in small group ministries, spiritual gift ministry and spiritual growth ministries. Encourage and promote a strong commitment to education, spiritual health, discipleship, mentoring, and education on current cultural issues.
- **Administration:** Supervises, equips, mentors, encourages, and supports church staff as they seek to advance the vision and goals of the church. May act as President at Council and consistory meetings and be delegated to Classis and denominational meetings as appropriate. Oversee administrative functions.
- **Professional Growth:** Dedicate time to continuing education opportunities as discussed.

- **Personal Growth.** Dedicate time for personal reading, reflection, spiritual growth, and health.

### **Skills/Personal Characteristics:**

- Inwardly and outwardly demonstrate a personal belief in the Lord Jesus Christ as Savior and believes the Bible is infallible, inspired, **inerrant** and the authoritative word of God.
- A skilled communicator who effectively and powerfully spreads the Word of God to build discipleship through solid, biblically based teaching and preaching.
- Will be a member of our Church and in agreement with stated vision and mission.
- Spiritually filled leader, a loving shepherd, and an effective preacher/teacher
- Be able to establish good working relationships between people and have relational problem-solving skills.
- Possess strong pastoral care skills, trained in the art of listening and spiritual counsel.
- Possess management skills in cooperative leadership, combined with an ability to multi-task.
- The Lead Pastor will act with humility, strength and integrity and model compassion for people, the church, and the community.
- The Lead Pastor will be personable, approachable and operate in a hospitable manner, showing emotional intelligence, self-discipline, and relationship management.
- Minister in a way that volunteers feel encouraged to develop and use their gifts.
- Effective written and verbal communication skills with evidence of planning, teaching, and conducting worship services.

### **Accountability:**

- Accountable to Council through a monthly written and/or oral report, regular meetings, and a yearly evaluation of job performance.
- Works mutually with Congregation members; Committee/Team leaders; Pastor(s); Advocates & Staff Members.