Pastor Job Description

Scottdale Church of Christ

**The Focus of the Pastor:**

To serve as pastor, resource person, and equipper in the ministry of the Scottdale Church of Christ.

**Responsibilities:**

***Preaching and Teaching***

➢ To study, prepare and deliver sermons, Bible studies and Bible school lessons

➢ To help the church family mature in Christ

➢ To encourage others to discover their gifts/abilities

➢ To help in the development of these gifts

➢ To direct and encourage people into new areas of ministry

➢ To be available to all ministry teams for consultation, resource, and support

***Pastoral leadership***

➢ To call on visitors to the church and their families

➢ To call on those in the hospital and shut-ins

➢ To assist the church leaders in calling on members

➢ To be available for questions and counsel on Biblical questions

➢ To maintain an awareness among leadership of conditions and issues within the church

➢ To provide guidance for individuals’ needs (premarital, marital, bereaved, etc.) on a short-term basis.

***Evangelism/Discipleship***

➢ To balance evangelistic outreach with nurture of discipleship in Scottdale’s programming, ensuring the discipleship pathway is moving non-believers and believers to deep places of faith and service.

➢ To promote a multi-generational program for children, youth, and adults to be actively involved.

***Administrative***

➢ To establish and maintain regular office hours

➢ To regularly meet with the leaders to report and discuss plans for the work of the church

➢ To oversee the work of the church office and volunteers

**Authority of the Pastor:**

* To plan and execute a weekly schedule relative to the stated responsibilities as defined by the

Church leaders

**Accountability for the Pastor:**

* Responsible to the leaders.
* An annual appraisal and evaluation of performance will be conducted by the elders/Church leaders

**Extra-Congregational Functions:**

* To act as a liaison between church leadership and other sister congregations and community functions.
* To actively support and participate in state and national ministries, (e.g., church camp, Bible college, ICOM, etc.)

**Personal Growth:**

* Develop a growing relationship with God through daily prayer and Bible reading
* Maintain a healthy marriage and family life
* Regularly pray for the church members and leaders
* Explore personal and professional growth and development through continuing education,

conventions and seminars