**First Christian Church of Blue Mound**

**Job Description: Senior Pastor**

##### Description

The pastor of the church shall perform the duties which usually pertain to that office. He/She shall be an ex officio member of all organized groups, auxiliaries and ministries and shall supervise the daily activities of church staff. The pastor shall, in cooperation with the Elders, encourage orderly procedures in the life and work of the church through effective use of the constitution and by-laws.

Much of the pastor’s work will be responsive to needs that arise within the church. The pastor is also expected, however, to be proactive as much as possible by taking initiative, setting agendas and creating new and fresh approaches to the task of ministry. The pastor will work closely with other staff members, Ministry Team Leaders and the Leadership Team on those matters where common knowledge and input are beneficial for harmonious relationships and more effective implementation of the Lord’s work.

The pastor will be evaluated by the Elders in consultation with the Elders.

**Duties**

*Worship/Preaching*

* Plan and lead worship

-administration of the sacraments

-conduct special services as needed

-set aside time for study and sermon preparation

-work with staff and church members to plan weekly worship services

-preach effectively

-articulate personal faith

-conduct Sunday worship with the elders, worship team, and technology team

* Provide for worship experiences and the practice of ministry within the church and the community
* Prepare sermons, statements, lessons and other expressions concerning the Word of God
* Preach, teach and speak concerning the Word of God at every opportunity to the congregation
* Keep priorities and other scheduled work in proper perspective

*Spiritual Development*

* Serve as spiritual leader and resource person for the complete spiritual growth of the congregation
* Help persons develop their spiritual life
* Encourage persons to relate their faith to their daily lives
* Encourage regular stewardship growth

-challenge the congregation to commit to the work of the church

-encourage support of Christian outreach

-have an understanding of the church finances

*Pastoral Care*

* Counsel in crisis situations (member and non-member)
* Refer persons with specific problems to receive extended counseling in an appropriate setting
* Provide pastoral services for weddings, based on the biblical definition of marriage, and funerals by request
* Conduct pastoral calls

-call on members who are hospitalized

-call on members who are home-bound

-conduct other pastoral calls as need is determined

*Ecumenical Witness*

* Participate in ecumenical relationships as needed
* Encourage the congregation to participate in ecumenical relationships
* Encourage united Christian witness in the community

*Evangelism*

* Develop commitment to evangelism in other people

*Administration/Leadership*

* Build a sense of fellowship and community
* Encourage shared leadership

-encourage long range planning and goal setting among church officers and ministries

-help leaders work together in solving problems

-work with ministries, ministry teams and church officers in conducting the work of

the church

-work to move the church toward the goals set by the Visionary Team

-work effectively on a team

-work with the Visionary Team to select Ministry Team Leaders

-work with Ministry Team Leaders and the Visionary Team to determine the

membership of Ministry Teams

* Act as immediate supervisor for all church employees in their daily work schedules and instruct them as needed
* Establish and maintain regular office hours when possible
* Plan and execute a weekly schedule relative to stated responsibilities
* Help to plan and implement church activities
* Plan congregational life

-help congregation set goals and plan for the future

-help develop educational goals

-recommend educational resources

* Call staff/functional ministry meetings when necessary