

## Pastoral Job Description for First Baptist Church of South Hill, VA

The Senior Pastor provides spiritual, pastoral, outreach, administrative, and servant leadership to the congregation of First Baptist Church. The Senior Pastor should be able to relate to and connect with multiple generations and a diverse congregation within a rural environment. In addition, the pastor represents the congregation in denominational or community organizations and activities to learn new ways that the church can support and engage with the surrounding area. Recognizing the importance of spiritual health and one's personal relationship with God, the Senior Pastor takes time for regular prayer, Bible study, rest, and recreation. Works with First Christian School by conducting chapel and serves on their school board as a non-voting member. The Senior Pastor extends God's grace to others and leads by example as one who is relational, authentic, transparent, and humble.

"But the fruit of the Spirit is love, joy, peace, forbearance, kindness, goodness, faithfulness, gentleness and self-control. Against such things there is no law." Galatians 5:22-23

Job title: Senior Pastor

Reports to: Deacons

### **Detailed Description:**

#### ***Worship:***

1. Conduct and explain worship in a biblical way, that enables people to hear the word of God and participate in personal and corporate devotion and relationship with God.
2. Plan, in consultation with the music director and staff, all elements of all regular worship services of the church.
3. Prepare and deliver sermons and lessons at all regular worship services of the church, unless on occasion the church authorizes another to fulfill this responsibility.
4. Prepare and lead all special worship events of the church, including weddings, funerals, and other services that he and the deacons feel appropriate.
5. Conduct a Bible study at a time that works best for him and the church.
6. Work with Sunday school teachers and new deacons to make sure they have the skills and resources needed.

#### ***Spiritual Formation:***

1. Work toward spiritual maturity of the congregation through teaching, preaching, and leadership by example.
2. Work with the staff and various committees to ensure that the church is provided with opportunities to pray and to study the Bible and the Christian tradition.
3. Work with the staff and the missions committee to ensure that the church is provided opportunities to be involved in hands-on service opportunities within and beyond the church.
4. Work with church committees to encourage the congregation to give of their time, talents, and resources in service to God.

***Strategic Leadership and Planning:***

1. Strategic planning and staff coordination in the execution of the church's goals and purpose.
2. Define strategic goals and vision as a key leader among staff and deacons and implement those plans.
3. Coordinate and lead staff meetings as needed and other activities to clarify and execute goals and objectives.
4. Be attentive to the spiritual pulse of the congregation.

***Administration:***

1. Oversee all areas of the congregation's ministry with assistance from the Deacons, church council, and various committees, including the transition committee.
2. Work with the First Christian School administration to ensure that the church is engaged with the school and has spiritual leadership and guidance from the pastor. Also, develop and maintain a close relationship between the school and church, through fund raisers, outreach activities, church activities, etc.
3. Support, supervise, manage, and provide input for the evaluation of church employees in conjunction with the deacons, personnel committee, and finance committee.
4. Build a sense of teamwork among church staff, deacons, and committee chairs through efficient and effective lines of communication. Hold and/or attend regular meetings to coordinate the ministries of the church and facilitate communication.
5. Enable deacons, church officers, and committee chairs to better perform their duties through training and support.
6. Work with the buildings and grounds committee to see that the facilities of the church are functional and in good repair.
7. Be available to teach the religion class for First Christian School as scheduled.
8. Deliver a brief message during the First Christian School chapel services as scheduled.
9. File monthly reports to the deacons on ministry accomplishments and activities.

***Outreach:***

1. Have a heart for rural / small town ministries and an understanding of the challenges of sharing the gospel in a small town with many differing views and opinions.
2. Make a concerted effort to engage new visitors and encourage them to take an active role in the church.
3. Provide training opportunities to the congregation for outreach and evangelism.
4. Work with the missions committee and the WOM (Women on Mission) to support various mission opportunities, to encourage the church in giving to missions, and to involve the church in personal mission service.

***Pastoral Care:***

1. Visit or contact church members to encourage their involvement or to address their personal needs (especially all homebound church members).
2. Provide pastoral care in conjunction with other staff, committees, and deacons through visitation, counseling, and prayer.
3. Make appropriate referrals when necessary and quickly respond to crisis situations which arise in the congregation.

***Professional Qualifications:***

1. An obvious and evident anointing of the Holy Spirit of God with a belief in Jesus Christ as Lord and Savior. A joy in and love for Jesus Christ that is enthusiastic and evident.
2. Graduate theological degree from an accredited seminary or divinity school is preferred.
3. At least five (5) years of experience in a similar ministry position is preferred.

***Working Conditions:***

1. The position of senior pastor requires great flexibility in hours available for work, including evenings and weekends if situations arise.
2. The pastor should be in the office a sufficient amount of time for accessibility to members of the congregation and for regular communication with members of the church staff.