

## **Lead Pastor – Position Description**

### **Summary**

We are a Bible believing church in White Salmon, WA. Our longtime senior pastor is ready to retire and we are looking for his successor. At the request of the Elders, our senior pastor has agreed to stay on part time once a new lead pastor has been selected, for a time, as pastor emeritus, with the intent to serve in a limited role focusing on discipleship, missions, and helping with the pastoral transition.

### **Purpose**

The Lead Pastor shall be an elder amongst elders with the responsibility of leading, preaching, teaching, equipping, and shepherding of the church leaders. In concert with the elders, the lead pastor is the primary communicator in leading the church toward fulfilling its mission and vision. He is to serve the elders and other church leaders, deacons, and deaconesses in the implementation of the vision and spiritual direction of the church.

He is a catalyst for the elders and other leaders in the coordination and organization of the ministries of the church for the purpose of achieving the goals that are in line with the vision, values, and mission of the church. He primarily serves in five key functions: overseer, mentor to elders and key church leaders, preacher, teacher, and spiritual administrator.

### **Grace Baptist is an Elder-Led Church**

The servant leaders of Grace Baptist Church (GBC) are the Elders. This team of co-equal pastors/elders is made up of men who are spiritually qualified (1 Timothy 3, Titus 1), and equally responsible (1 Peter 5) for the shepherding of the church. At Grace Baptist, the title of Pastor is often used to describe the elders who are paid but all function as equals. The elders are corporately responsible for guarding (Titus 1:9), guiding (1 Timothy 5:17), and growing (1 Timothy 4:12-13) the church in fulfilling its mission.

GBC has elders who oversee different ministries of the church including Sunday School, Jr. and Sr. High Youth, Grace Groups (weekly home groups), Biblical Counseling, Senior Ministry and others.

### **Job Summary**

- Full Time

- Salary Range: \$90,000-\$110,000 per year in total compensation
- 15 days paid time off
- Prerequisites:
  - Currently functioning in a successful church ministry as a Pastor or Elder.
  - BA in Biblical Studies or other Bible based degree, Convergence certification, or equivalent, and 5 years of active church ministry experience; or 10 years of active church ministry experience without a degree.
  - Able to provide references who confirm spiritual effectiveness of ministry, family life, and integrity.

## **Responsibilities**

The Lead Pastor is to be actively engaged in the following duties in coordination with the other elders:

- Oversee and lead the preaching and teaching of God's Word.
- Oversee the spiritual well-being and doctrinal integrity of the church in alignment with the GBC doctrinal statement.
- Mentor and support elders in fulfilling their roles as ministry leaders.
- Walk consistently with the Lord and demonstrate faithfulness and obedience in personal life, family, and ministry.
- Seek spiritual accountability and support from the elders as the leadership of the church seeks to be "above reproach" (1 Tim. 3:2).
- Learn from and consider the recommendations, mentoring, and coaching of the elders and their experience in different areas of ministry. This is especially important in the relationship between the Lead Pastor and Pastor Emeritus. (John 15:8-14)
- Act as the primary administrator of the day-to-day activities of the church, including overseeing paid staff.
- Provide shepherding oversight of church ministries.
- Establish a rhythm of work while remaining flexible and available to meet with staff, leaders, church members, and others as appropriate both on and off church grounds consistent with a ministry of shepherding and servant leadership.
- Participate in community and local church focused activities.
  - Church Venture NW Mid-Columbia Pastors Association
  - Gorge Area Pastors meetings
  - Local community events that are relevant to GBC
- Attend to and shepherd individuals and families in crisis with the help of the elders and other church leaders, specifically the counseling team, deacons, and deaconesses.

- Facilitate personal counseling, weddings, funerals, etc. as needed in coordination with the appropriate ministries.
- Look for opportunities to share Christ and encourage believers to mature in Christ.
- In coordination with the elders, shepherd the Church in corporate obedience to the Great Commission (Matthew 28:18-20), identifying ways to best communicate the Gospel to lost people in our local community.
- Take periodic sabbaticals for the primary purpose of rest, study, and prayer. At minimum, identify a 1-week period every six months for this purpose.

#### Constitutional Responsibilities:

- Be directly accountable to the body of elders.
- Hold to the statement of Faith of Grace Baptist Church.
- Meet the Biblical qualifications of overseer/elder/pastor.
- Have training and practical experience to equip for the responsibilities as defined in this job description.
- Be in agreement with and have signed the church covenant.

#### Catalyst Responsibilities:

The Lead Pastor shall be looking ahead, envisioning what is on the horizon, and beginning the process of orienting others toward future ministry goals.

- Look for new ways of organizing, operating, or ministering that will increase the church's impact and influence for the Kingdom of God.
- Make recommendations to the elders and key leaders in areas that need to be addressed for the future development of church ministries.
- Work with the elders to establish a long term plan to achieve ministry goals.

#### Spiritual Administration Responsibilities:

In concert with the elders and other key leaders, ensure church ministries and operations are functioning on mission.

- Engage with staff, the elder board, and other key leaders on a personal and spiritual level to encourage them to develop in their roles and responsibilities as they serve the Lord at Grace Baptist Church.
- Create shepherding connections with members and those considering membership.
- Point church leaders toward seeking the mind of Christ together in a way that promotes unity through trust and prayer.
- Maintain a view of what is happening at Grace Baptist Church on the macro level and serve as a connector between ministries.