

# Senior Pastor Job Description - Calvary Memorial Church

## *Position Overview:*

The Senior Pastor of Calvary Memorial Church (CMC) is to be a man of prayer and of the Word. He consistently walks humbly with the Lord so that, immersed in Spirit-filled prayer, he preaches and teaches the truths of God's Word with a warm heart. From the authority of Scriptures, he sets an example as an authentic communicator and through God's Word, he motivates the congregation to individually and corporately fulfill all that God is calling them to be and do in their daily lives.

The Senior Pastor, along with the Board of Elders and other ministry staff, seeks God's direction to provide a clear vision for the congregation and set a general course of action to fulfill this vision. Together they are responsible to spell out biblically what a healthy, balanced Christian community (local church) looks like. The Senior Pastor, along with other ministry staff, are then charged with leading, motivating, and equipping lay leaders to help the rest of the congregation by developing ministries that align with and accomplish the mission, values, and purpose of CMC.

## *General Responsibilities:*

- 1. Walks with God Consistently and Passionately**—The Senior Pastor prays in faith daily so as to approach all ministry opportunities with an attitude that believes God's plan is greater than ours. He pays careful attention to personal life, character, conduct, and attitude of heart. He conveys appropriate levels of vulnerability and accessibility and provides a godly example to the leaders and the congregation by devotion, prayer, character and actions.
- 2. Preaches the Word Relevantly and Convincingly**—The Senior Pastor studies and prays over God's Word in the preparation and delivery of biblical sermons. He ensures that sermons are grounded in the Word of God, clearly presented, relevant in application and challenging to the listener. He is the primary preacher in the Sunday morning services but is encouraged to utilize the gifts of other staff, lay leaders and guest speakers as he deems best to assist in these duties both on Sunday mornings and at other services of the church.
- 3. Works with Key Leadership to Set and Communicate Vision**—The Senior Pastor, in close working relationship with the Elders and other staff members, helps shape the vision of CMC and ensures the effective communication and implementation of that vision. He provides team leadership to the pastoral/ministry staff and equips, communicates, inspires and leads other staff, lay leaders and the congregation so as to affect the vision and values of CMC both locally and globally.
- 4. Develops Leadership Intentionally and Productively**—The Senior Pastor recognizes and challenges those with leadership gifts both within the staff and congregation, male and female. He elevates the importance of godly character in leaders and provides training at appropriate levels of spiritual maturity for varying levels of responsibility. He teaches and models leadership through teamwork and is responsible for building a team of united, hard-working and effective staff members.

## ***Specific Responsibilities:***

### **Preaching and Worship**

1. Prepares and delivers biblically-based sermons that are relevant, challenging, and engaging which call the body of Christ at CMC to live out the truth of God's Word on a daily basis. Carries the regular and primary teaching / preaching responsibility (approximately 40x per year).
2. Ensures that the pulpit is filled by qualified men on occasions that he does not preach.
3. Provides oversight and direction for all worship services working with staff and lay leaders to provide the body a God-honoring corporate worship experience.
4. Actively participates in the worship services providing an example to the congregation of the importance of corporate worship.
5. Makes himself available to the congregation on Sunday mornings prior to and after worship services.
6. Provides oversight to all services of the church and participates as is needed.

### **Leadership**

1. Serves on the Elder Board of CMC and works closely with the Elders to set vision and direction for CMC.
2. Provides general oversight of the pastoral staff of the church to ensure that vision is understood and communicated and the body is being equipped for the work of the ministry.
3. Exemplifies the heart of a servant-leader in all his leadership responsibilities.
4. Identifies men and women in the congregation with the gift of leadership and strives to mentor and disciple them to grow and exercise those gifts.
5. Communicates vision and direction to the congregation throughout the year with specific emphasis given during annual business meetings.
6. Hires and dismisses staff as needed, working with the Elders to determine pastoral and staff positions needed at CMC.

### **Shepherding**

1. Regularly connects with congregants, committed to a personal shepherding ministry of presence and participation in the life and activities of the church.
2. Makes himself available as time permits to counsel, advise and mentor members of the congregation.
3. Provides care and oversight to the staff.
4. Ensures that shepherding oversight is being accomplished through the various ministries of the church.

***Position Requirements:***

**Christian Commitment, Character, and Experience:**

The Senior Pastor of Calvary Memorial Church must:

- be committed to the preeminence of Christ in every aspect of life and ministry
- have successful pastoral experience in a ministry similar to the mission of Calvary
- prioritize prayer, both privately and corporately
- be highly regarded—with good reputation—among colleagues, friends, and the community
- demonstrate appropriate Christian humility as a servant-leader espousing a team approach to leadership
- demonstrate the characteristics of an elder as described in 1 Timothy 3 and Titus 1
- sense a call from God to serve as senior pastor of Calvary Memorial Church
- have an understanding of, and appreciation for, the distinctive purpose of the Church, with a heart for evangelism and discipleship
- experienced in pulpit ministry
- in possession of a least a Master's Degree from an evangelical seminary or graduate school of theology
- have a family and spouse supportive of and active in the life of the church

***Reporting Relationships:***

The governance structure of CMC is designed to allow the Senior Pastor to effectively and creatively lead the church under the authority of and in close cooperation with the Board of Elders. The Senior Pastor is accountable to the Elders for the effectiveness of CMC in fulfilling its vision. The Elders are accountable to the membership for the vision and direction of the church. The Senior Pastor directly supervises the Pastoral/Ministry staff with the freedom to delegate to other ministry staff members as he sees fit. As a team leader he should seek the wisdom and input of other staff in fulfilling the vision of the church.