

Libertyville Covenant Church

Job Description: Senior Pastor

Approved by Church Council, August 2013

Ministry Responsibilities:

- *Provide a solid, Biblically-based preaching ministry to meet the needs of the congregation and visitors.*
- *Administer the sacraments of Baptism and Communion. In keeping with Evangelical Covenant Church policy, the senior pastor will faithfully administer both infant and adult baptism. To the extent practical, the senior pastor will also be available to members for officiating at weddings and funerals.*
- *Encourage and nurture the spiritual development and beliefs of the congregation (adult and children) by ensuring that a program of regular teaching of the Bible is in place.*
- *Ensure that prayer (both individual and corporate) is the foundation of our personal growth and ministry.*
- *Work to equip and motivate the congregation to spread the Good News to their families, their communities, and the World, by word and deed.*
- *Together with the staff and the lay leaders of the congregation, adapt, communicate and implement the vision for the church.*
- *In conjunction with the staff and the Worship Committee, plan and lead in worship.*
- *Foster a culture of discipleship by being active in the development and encouragement of congregants' spiritual gifts to increase meaningful involvement in the life of the church.*
- *Direct and assist all paid staff, both pastoral and non-pastoral, through active mentoring and regular feedback to ensure a coordinated ministry. Lead regular staff meetings and staff retreats for team-building, sharing, planning, and communication.*
- *Ensure that all persons in our congregation, including inactive or absent members, receive pastoral care and visitation as needed.*
- *Participate in developing the budget; publicly support and participate in capital fund-raising efforts and stewardship programs.*
- *Attend and participate in all council and congregational meetings. Serve as ex-officio member of all committees, but attend only selected meetings (e.g., Worship Committee, Deacons) to provide pastoral leadership as appropriate.*
- *Working with duly constituted committees, approve the selection and hiring of staff members filling all programs of ministry.*
- *The pastor will meet with the Ministry Committee periodically. The pastor is also encouraged to participate regularly in other forms of ministerial support groups.*
- *The pastor shall not only minister to the congregation, but endeavor to allow the congregation to minister to him/her. Through the council and/or Ministry Committee, s/he shall keep the congregation advised of his/her own needs and expectations, so that the church can respond appropriately to those needs. The pastor shall make his/her*

personal growth and family life a priority, providing a positive model for the congregation in his/her devotion.

Education/Experience:

- **Master of Divinity degree**
- **Ordained to Word and Sacrament by the Evangelical Covenant Church**
- **8 or more years experience serving a church as a pastor, with 5 or more years as a senior pastor preferred**

Senior Pastor Expectations

- Must demonstrate a personal commitment to Jesus Christ and must have a strong personal faith grounded in a life of prayer, a study of the scriptures, and a close community with other believers.
- Will allocate sufficient time for personal spiritual health and growth.
- Will be committed to outreach and ministry to our community and the world. The senior pastor will be open and sensitive to the Holy Spirit in discerning a vision for the outreach and ministry of our church.
- Will demonstrate an exemplary Christian life, modeling the attitudes, feelings, values, enthusiasm, and dedication, which s/he seeks to develop in all persons within our congregation.
- Will demonstrate spiritual and emotional maturity. The senior pastor must be sensible and emotionally balanced, possessing the qualities to which persons in our church and in the community respond with respect.
- Will express, and will seek to cultivate in our congregation, a real love and sympathetic understanding for all people regardless of race, religion, ethnicity, gender, or socio-economic status.
- Will have strong teaching, counseling, organizational, management, and communication skills. The senior pastor also should have interpersonal skills that relate to people of all ages plus a good sense of humor.
- Will have a broad understanding and sympathetic appreciation of the various faith traditions within Christianity and the various ways Christians worship, including an ability to participate enthusiastically in both traditional and contemporary worship forms.
- Must be supportive of and committed to the ministries of the Evangelical Covenant Church and the Conference, including our camping ministries.