

Grangeville Christian Reformed Church

Pastor Job Description

Position: Sole Pastor

Reports to: Church Council

Oversees: The congregation and fellow office-bearers

Status: Exempt, Salaried position

Workweek: Primarily days; evenings, weekend work as needed (meetings, etc.)

Hours: Presence on site expected during work week

Grangeville CRC is seeking male candidates that are ordained, or qualified to be ordained, in a Reformed denomination; committed to the Reformed faith as set forth in the traditional creeds and confessions; able to preach biblically centered sermons with a gospel emphasis; and knowledgeable about different faith traditions and the able to speak to various interpretations of the faith.

1. The primary task of the pastor will be:

- a. Preach the Word of God faithfully at least once per week on Sunday morning.
- b. Administer the sacraments.
- c. Provide a mid-week study/prayer meeting.
- d. Shepherd the congregation according to scripture and CRC Church Order.
- e. Lead worship services on other special days of the church calendar.

2. In collaboration with the Council, other tasks include:

- a. Encouraging and modeling discipleship and mentor the congregation.
- b. Ministering to the needs of the congregation including visitation, and provide counsel and care for member households as needs arise.
- c. Attending all regular classis meetings.
- d. Conducting premarital counseling, performing weddings, and officiating funerals.
- e. Monitoring the needs of discipline.
- f. Monitoring membership status and providing membership classes as needed.
- g. Representing the church within the community at large.
- h. Assisting in the development of an annual budget and ensuring the financial affairs of the church are conducted in an orderly and responsible fashion.
- i. Ensuring church facilities and grounds are maintained.