ESSEX CHRISTIAN REFORMED CHURCH

JOB DESCRIPTION FOR PASTOR

# Scope:

As Minister of the Word and Sacraments, the Pastor is in primary leadership position for all the ministries of the Essex CRC but most particularly for worship, pastoral care and administration.

# Qualifications:

Education: Master of Divinity degree from a recognized seminary.

Experience: Demonstrated ability in the area of preaching, pastoral care and administration.

Leadership: Will have well-developed leadership skills and fit the qualifications of an elder in the Christian Reformed Church.

Personal: Exhibit and communicate a deep commitment to Christ and the Word of God. Provide an example of the Christian life to the congregation by demonstrating initiative, good judgement and common sense in the work of the church and in personal and family life. Be a member in good standing of the Essex CRC.

# Worship:

Preaching: Preach God’s Word at worship services and special service pulpit supply. Diligently promote evangelism and outreach through preaching and personal witnessing.

Sacraments: Faithfully administer the sacraments of Baptism and the Lord’s Supper as designated by Council.

Liturgy: Plan, coordinate and organize the worship services as primary liturgist. Accomplish this in conjunction with the “Reach Up” Committee.

# Pastoral Care:

Visitation: Visit the sick as needed and elderly or shut-in quarterly as needed. Participate in family visitation when requested as schedule permits.

Counseling: Do short term counseling with those in spiritual need or crisis. Refer those who need long term counseling to Christian professionals.

Crisis Care: Show Christ’s compassion to families suffering grief. Participate in funeral visitation and conduct funerals. Engage in pre-referral crisis care.

Church Family: Hold marriage preparation classes, conduct wedding ceremonies and participate in rehearsals. Meet with the young people in small groups or singly as opportunities arise.

# Administration:

Leadership: Serve as primary vision setter for Christ’s Church at Essex and serve as chair of Consistory, and Ministry Staff meetings.

Participant: Attend “Reach Up” committee as an ex-officio member. Serve Classical and Synodical appointments.

Working Relationships: The Pastor is responsible to the Elders and reports monthly to the consistory. (Reports provided in an agreed upon format) To promote harmony and progress within the church, work closely with the Elders and Deacons, various committees and church staff.

Education: Teach the 11th grade Catechism class or class of choice. Hold Profession of Faith classes and participate in adult education as schedule permits.