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|  **MINISTRY**Preaching and Leadership |  **TITLE** Lead Pastor**1.0 FTE** |

 **KEY RESPONSIBILITIES**

**Leadership**

* Be responsible to uphold and communicate Bethel’s Mission, Vision and Values.
* Develop a culture of mission within Bethel.
* Attend meetings, report to and serve along with Council to provide effective leadership to Bethel.
* Provide overall ministry leadership, conducting Ministry Leadership Meetings and overseeing the visioning and strategic process.
* Plan council/leadership events.
* Recruit volunteer staff.
* Serve Classis through attendance at Classis meetings and other Classical functions in coordination with other clerical staff.

**Preaching**

* Preach up to 70% of the sermons.
* Be responsible for the development of the sermon schedule.
* With other clerical staff oversee the administration of the sacraments.
* Work with Director of Worship Ministries to prepare worship services.

**Staff**

* Supervise and provide oversight and encouragement to the Executive Administrator and all pastoral staff
* Lead staff meetings and staff retreats.
* Meet, on average, monthly with staff members
* On a monthly basis, meet individually with the Executive Administrator and the Director of Worship Ministries to discuss their ministry areas.
* Work with ministerial staff to develop an annual ministries budget for presentation to the Finance Team for inclusion in the annual budget.
* Conduct annual staff reviews. Report annually to the HR team about their ministry effectiveness and growth as described in this plan.

**Outreach and Enfolding Ministries**

* Help Bethel members be a salt and light in Bannerman and in their own communities.
* Give overall oversight and encouragement to the outreach activities of the Church.
* Build and develop relationships with community leaders.
* Provide training in outreach and community relations to Bethel members.

**Congregational Care**

* Work with the Shepherding Elders and the clerical staff to ensure that congregational care is done effectively for those who are not in a small group.
* Be available to the Deacons where support or advice is needed.
* Give pastoral support in situations of special need such as critical illness, loss of a family member, family crisis, and where other serious needs present themselves.
* Ensure that pre-marital counseling is available to couples preparing for marriage.
* With the clerical staff be available to officiate at weddings and funerals.

**Prayer:**

* Engage in prayer for the ministries and people of Bethel.
* Encourage the prayer ministries of the church including the intercessory prayer ministry, the healing prayer ministry, and the midweek prayer meetings with a view to fostering Bethel’s vision of becoming a vibrant church of prayer.

**Other**

* Be available to teach classes.

 **QUALIFICATIONS**

* Emotionally healthy, spiritually mature and practices the spiritual disciplines
* Demonstrated expertise in vision casting, leadership skills and volunteer recruitment
* Able to work within a team environment, team builder
* Joy and enthusiasm in serving
* Be an encourager and motivator
* Displays discernment, wisdom and discretion
* Servant leadership built on a foundation of love and compassion
* Strong communication, presentation, written, and interpersonal skills
* Competent computer skills (organizational and administrative)
* Able to manage time, budget and finances well
* Ordained pastor within the Christian Reformed Church
* Master of Divinity Degree or it’s equivalent in training or experience
* Ideally a proven track-record as effective leader; stability in life and vocation

 **TIME COMMITMENT**

* 100% salaried position (40 hours per week)



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|  **SPIRITUAL GIFTS*** leadership
* communication
 |  **PERSONAL STYLE*** people engaged
* encouraging, positive
* strong communicator
 |  **PASSION FOR:*** spiritual formation
* excellence
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| **COMPENSATION**In accordance with Bethel’s salary and benefits grid which is based upon education, hours of work, years of service and performance |  **REPORTS TO:*** Governing Elders directly
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