**CHRISTIAN REFORMED CHURCH OF PRINCE GEORGE**
**Prince George British Columbia**
**Pastor Job Description (As Approved – May 26, 2021)**

## PASTOR'S GENERAL RESPONSIBILITIES:

The Pastor is to serve God and the church by:

1. Proclaiming the word of God consistent with the doctrinal standards of the Christian Reformed Church, and teaching, guiding and equipping all members to develop and live in full relationship with God.
2. Providing biblical, spiritual, pastoral and visionary leadership within the framework of the church's overall vision, mission and purpose.
3. Promoting the spiritual health, growth and well-being of the congregation through preaching, congregational care, prayer, and administration of the sacraments.
4. Provide guidance, mentoring, and perspective to leaders (paid or volunteer) in the church.

## PERSONAL QUALIFICATIONS:

1. Embody a love of God, God's people, scripture, and Reformed theology.
2. Model for the congregation the balance between striving to be Christ-like and the ability to be vulnerable and imperfect.
3. Demonstrate a gift in building relationships and fostering a healthy community within the church.
4. Display leadership qualities and skills such as encouragement, providing counsel, envisioning, and gently challenging others.

## PROFESSIONAL QUALIFICATIONS:

1. Seminary graduate (M-Div.) or the equivalent theological education.
2. Ordained and a participating member in good standing with their classis (or governing ministerial body), OR, meeting criteria to be ordained in the Christian Reformed Church.
3. Commits to Reformed theology.
4. Believes, accepts, and supports the CRC of Prince George ("PGCRC") mission, values, and beliefs.

## SPECIFIC RESPONSIBILITIES:

### Worship and Preaching

1. Plan and lead worship services, in conjunction with Worship Committee, musicians and others involved in service planning.
2. Attend and participate in all Worship Committee meetings.
3. Lead worship at Simon Fraser Lodge one Sunday every two months.

4. Participate in “pulpit exchanges” among the five northern churches (Terrace, Smithers, Telkwa, Houston and Prince George) as appropriate.
5. Preach the Word of God to challenge and convict the congregation, administer the sacraments faithfully.
6. Provide primary responsibility for all worship services whether led by the Pastor, guest pastors and speakers, or congregational members, including special services.

**Pastoral care:**

1. Provide pastoral care in times of joy.
2. Provide care and compassion to those who find themselves experiencing distressing personal sorrow or family related issues.
3. Visit, comfort and pray with members who are home-bound, sick and elderly.
4. Participate in “home visits” with Elders as requested.
5. Foster and develop relationship with all congregational members regardless of their position or circumstances.
6. Facilitate counselling of members as needed and refer those with high or specialized needs to appropriate experts (e.g., psychologists).
7. Conduct and lead funeral services, and officiate at weddings as approved by Council.
8. Provide leadership during workshops, training, or retreats for those on Council or involved in ministries.

**Spiritual and Educational Development:**

a) Congregational

1. Encourage and promote a full understanding of God's word and His church amongst all members, and actively support the spiritual growth and discipleship of all members, regular attenders, and seekers.
2. Support and participate in activities that promote the well-being and unity of the church Body.
3. Attend Discipleship and Outreach Committee meetings and support the work of the committee, as appropriate.
4. Demonstrate a conviction to bring Christ's love to seekers and the lost.
5. Take an active role in planning and implementing summer children's ministries.
6. Endeavor to connect with and encourage teenage members and young adults, including the teaching of catechism classes.
7. Establish a relationship with the Christian Reformed Chaplain at UNBC for mutual support and to identify and develop outreach opportunities associated with the university community.
8. Facilitate public profession of faith, as directed by Council.

b) Personal:

1. Commit to regular and ongoing education and research into theology and topics that affect the church.
2. Attend pastor retreats, workshops and conferences for times of refreshing and recharging.
3. Connect and fellowship with other pastors to provide mutual support and accountability. In particular, seek out and develop relationships with other “Northern BC” CRC pastors.
4. Maintain on-going mentorship relationships.
5. Demonstrate a commitment to personal spiritual growth, prayer, and on-going development, including joining a small group or care group.
6. Commit to regular and open communication with Council and members.
7. Demonstrate self-reflection and self-evaluation.

c) Leadership:

1. Demonstrate a commitment to the Christian Reformed Church and her mission, vision and doctrines.
2. Attend and participate in all Council meetings, as well as Elders' and Deacons' meetings as requested.
3. Provide leadership for weddings and funerals, as directed by Council.
4. Provide baptism and marriage preparation, as appropriate.
5. Support, assist and encourage all “lay” leaders, and encourage all members to use and develop their gifts to the service of the church and the kingdom.
6. Represent the PGCRC by attending meetings of BC Classis Northwest.
7. Participate in Classis activities and such other assemblies, occasions, or appointments (e.g., pulpit assignment, Synod, etc.).
8. Join the Prince George Ministerial Association.

**Collaboration with Church Ministries**

1. Conduct and/or participate in regular church ministry committee meetings and maintain an open line of communication amongst any church leaders.
2. Uphold the vision and mission of the PGCRC in order to provide direction, discernment, and encouragement to those involved in church ministries.

**Community Involvement**

1. Be available to, and if necessary, provide referrals for, community members who seek out the church.
2. Connect with neighbouring organizations and ministries, and participate in community events as approved by Council.
3. Support the church in its outreach ministry.

**Regular Meetings and Reporting**

1. Attend regular Council, Elder and Deacon meetings.
2. Report directly to Council.
3. Serve on committees as appointed by Council.
4. Exercise discretion and confidentiality in interactions between church staff (paid or volunteer) with congregational members.

**COMPENSATION:**

1. Compensation includes salary, medical benefits, paid vacation, retirement contributions, and housing allowance.
2. Competitive compensation package in accordance with the annual survey of CRCNA ministers for the BC Northwest Classis.
3. Time and budgeted funds annually for the purpose of professional development and ministry related expenses, as approved by Council.