



FIRST BYRON

CHRISTIAN REFORMED CHURCH

Senior Pastor Job Description

Overview

The pastor's work at First Byron Center Christian Reformed Church, in consultation with the elders, is to provide spiritual leadership in the congregation, to proclaim the Word in congregational life, to coordinate pastoral care and to encourage all members of the congregation to discover, develop, and use their gifts in works of ministry.

Qualifications

- Committed follower of Jesus Christ
- Committed to personal integrity and prayer in all aspects of personal and professional life
- High energy, mature, and self-motivated leader who can serve as a unifying force in the church
- Demonstrates an understanding of and possesses the ability to communicate the Reformed faith through preaching and teaching
- Ordained as a Pastor in the CRC or in another Reformed denomination
- Master of Divinity and a thoroughgoing commitment to the Reformed faith as expressed in the Three Forms of Unity
- A thoroughgoing agreement with and commitment to the First Byron Elder Covenant
- Position requires contact with confidential information; therefore, individual must have a proven degree of credibility and professional maturity

Required skills and abilities

- Able to faithfully and effectively preach expository sermons and lead worship
- A relational, encouraging shepherd, who can counsel, equip, and care for church members
- A collaborative leader who can lead, engage with, and direct the staff
- Able to communicate, direct, prioritize, and delegate in a positive, clear, and firm manner
- A visionary leader who is able to identify and resolve ministry gaps and ministry direction
- Detail oriented with ability to multitask and work well under pressure
- Excellent organizational skills and the ability to meet deadlines
- Relationship builder with the flexibility and finesse to manage by influence

Essential functions and responsibilities

Preaching, worship, and teaching

70%

- Preach the majority of morning and evening worship services
- Administer the sacraments
- Plan worship in conjunction with the Pastor of Worship
- Serve as a permanent member of the Worship Committee
- Teach occasionally in Bible studies or other settings
- Assist the Youth Ministry in leading periodic pre-confession classes
- Assist in leading new member classes

Pastoral Care

20%

- Coordinate pastoral care with staff and elders. Primarily responsible for crisis care visits
- Coordinate pre-marriage counseling along with lay mentor couples
- Conduct weddings and funerals as called upon
- Assist and advise the elders in the work of discipline

Administration

10%

- Oversee and encourage the work of the staff
- Serve as a permanent member of the Executive Committee
- Take a leading role in the development of vision and goals of 1st Byron
- Serve on the Council and Elder body as an advisory member

Reporting relationships

The Senior pastor will report directly to the Executive Committee and Council. He will submit a written monthly report to the Council.