

Job Title:	LEAD PASTOR
Reports To:	Elder Board
Exempt Status:	Exempt
Position Type:	Full-time: Salaried
Employee Category:	Pastor
Number of Hours per Week:	40-50

Position Summary

The Lead Pastor is the articulate advocate and communicator for the vision of Grace Fellowship. This person is the primary leader, teacher, and visionary and has broad responsibility for the spiritual welfare, growth and life of the church in all areas including discipleship, evangelism, and equipping the congregation for service. The lead pastor embodies the essence of a shepherd and servant leader. The essential duties and responsibilities of the lead pastor are carried out in the context of the elders, staff team, and ministry leaders.

Essential Responsibilities

Pastor/Leader: Lead the congregation toward an ever increasing commitment to follow Jesus through teaching/preaching, Disciple making and leadership development. Pray for and with the congregation, listening for God’s direction and movement. Model leadership excellence, pursue personal and professional leadership development, be responsible and accountable for representing Grace Fellowship, work collaboratively with staff to carry out the vision.

Cast Vision: Create and cast the strategic vision of the church, empowering the staff and volunteers to implement the vision through the ministries. Establish and hold the organization to the culture of leadership development, local & global outreach, and spiritual/emotional health.

Primary Communicator: Teach and preach biblically based messages (35 Sundays a year min). Work with a teaching team to determine message themes and raise up/train Bible teachers.

Develop Leaders: Train and oversee leaders, who train and develop leaders, who plan and execute ministries that support the Pathway of Grace Fellowship church (Follow Jesus, Own the Mission, Invite a Friend, Join Community, Give Generously). Embed within the culture an understanding that ministry is carried out through the gifting of the people.

Shepherd the Staff: Care for the well-being of the staff’s spiritual and emotional health by monitoring ministry development, training and developing leadership capacities, and playing together.

Connect with the Larger Community: Be present in the surrounding communities of Grace Fellowship, watching for ministry opportunities to engage the congregation. Facilitate communication and resourcing through Converge North Central and Converge Worldwide. Continue the church planting heritage of Grace Fellowship by participating directly and indirectly through Converge.

Oversee Operations: Through the Executive Leadership Team, maintain the organizational health through staff supervision/human resources, organizational management, communication, and financial accountability:

Qualifications

The lead pastor should possess a graduate level education from an accredited theological seminary or demonstrably possess sufficient training acquired through personal mentorship and experience. The lead pastor must be committed to an orthodox understanding of Christian faith and adhere to the Grace Fellowship and Converge Statement of Faith as well as the ministerial code of ethics. The lead pastor must love Jesus faithfully and passionately, out of the outpouring of God’s sustaining grace evidenced in scripture, creation, and the testimony of the Church and individual members throughout history.

Physical Demands

While performing the duties of the job, the employee will frequently be required to manage tight deadlines, concentrate over extended periods of time, sit, speak, and use hands and operate equipment, to talk and listen while interfacing with staff, students and members of the congregation. Further, the person must possess the ability to perform the above in-person or through email or phone conversations, be able to read documents. The employee may be required to stand, move about, stoop, walk for extended periods of time, push/pull, reach, and carry a maximum of 30 lbs. The employee may also be required to work overtime, work activities of a seasonal/cyclical nature, interruptions to work flow, and call-in on short notice and close the work office.

Work Environment

Generally indoors, with events and retreats sometimes outside. Noise level is quiet to moderate when prepping, but can be moderate to loud during events and programs. Some day/night travel may be required.

Approval

Lead Pastor		Date	
Supervisor		Date	
Employee		Date	

This description is intended to describe the general content and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.