

## Job Description-Lead Pastor (Profile)

### I. PERSONAL REQUIREMENTS (B-E are non-negotiable).

- A. Preferred seminary graduate licensed and ordained to the ministry with senior pastor experience, staff management experience, and teaching/preaching experience.
- B. Meets the Biblical qualifications of an Elder (1 Tim. 3:1-7, Titus 1:5-9, 1 Sam. 16:7).
- C. Understands and agrees with the Doctrinal Statement of Grace Chapel Castle Rock.
- D. Understands and agrees to operate within the church Constitution and Bylaws.
- E. Shows evidence of Biblical humility, is a servant leader, and is willing to submit to the direction and authority of the Board of Elders.

### II. Specific Relationships

- A. Relationship to the Board of Elders. The Lead Pastor serves as a voting elder, at the same time, he serves under the authority of, and is accountable to, the Board of Elders. He will seek to give leadership to the elders in defining the vision for the ministry of the church.
- B. Relationship to the Staff. He will meet regularly (at least monthly) with the staff as a group and one-on-one, giving them direction and ensuring that they are effectively contributing to the fulfillment of the vision statement. He is also responsible for the annual review of staff members, and will seek to help them with their goals and objectives. Before meeting with a staff member for this review, the Lead Pastor will discuss with the elders. The Board of Elders exercises sole authority to make final decisions in hiring or dismissing staff members.
- C. Relationship to the Congregation. The Lead Pastor will be an example to other leaders in shepherding and loving all members of the congregation. He will also make efforts to mentor men in the church with the goal of leading toward maturity as effective disciples of Jesus Christ.

### III. Responsibilities

The Lead Pastor will:

- A. Be the principal preacher/teacher of the Word, discharging this duty with love, diligence, faithfulness and fearlessness, knowing that he will be held accountable, along with the Elders, for the welfare of the flock (Heb. 13: 17).
  - 1. His primary goal in preaching must be to make disciples of Jesus, leading them forward in their sanctification process, and teaching them to make disciples and lead others in the same way. He will devote sufficient time to study and sermon preparation.

2. His primary teaching role will be Sunday sermons in all services. He shall also have additional times of teaching, as determined in collaboration with the Elders, which may include membership classes, discipleship and leadership training classes, etc.

3. He will also provide leadership and guidance for the program of biblical instruction in the church.

- B. Provide leadership for the Worship Team leader in developing the congregational worship services.
- C. Carry out visitation, spiritual counseling, and performance of weddings and funerals as time reasonably permits. It is expected that these duties will involve regular attenders of GCCR, except under special circumstances authorized by the Board of Elders. He will perform weddings only after giving or providing for adequate pre-marital counseling, as determined in collaboration with the Board of Elders. He will work with the elders deciding how to best steward his time, and will present quarterly reports to the Board of Elders of his activities.
- D. Facilitate peace among members of the staff, congregation, and himself, seeking to win back the estranged and to reconcile those with broken relationships in accordance with Scripture. He will review with the elders any problems or concerns for such reconciliation processes, working with them to determine solutions.
- E. Seek opportunities to lead the unsaved to saving faith in Jesus Christ, and will guide and teach others to do the same.
- F. Maintain an accountability partner.
- G. Study the Word diligently, and pray regularly to maintain his walk with Christ.
- H. Study periodicals and books regularly, and maintain dialogues with other Christian leaders, in order to keep abreast of current issues relating to our culture, missions, Christianity and the church.
- I. The Church (and particular the Elders) shall also have these responsibilities to its Pastors and Staff: to support them in confidence as needed and also in prayer, financially, open communication and support of their or their family's burdens.