

SENIOR PASTOR

JOB DESCRIPTION

POSITION TITLE: Senior Pastor

PURPOSE:

- To lead Gateway congregation in Growing Followers of Jesus, who Love God, Love People and Serve the World.
- To serve as Pastor to a vibrant congregation using one's giftedness to lead members of Gateway Church and serve the community. As Senior Pastor, this will involve collaborating with leadership and other staff members. This must be according to ECO's Constitution and under the leadership of the Holy Spirit.

QUALIFICATIONS:

- A Masters degree or higher with an emphasis in biblical and/or theological studies from an accredited academic institution.
- Ordination in ECO or willing to do so and affirmation of the Essential Tenants of ECO.
- Five or more years as an Assistant Pastor, Associate Pastor, Senior Pastor, or similar titled position desired.
- Three or more years of major preaching responsibility and managing staff desired.
- Experience in ministry in a rural community desired.

ACCOUNTABILITY:

- To the Gateway Session, the Personnel Committee, and ECO Presbytery of the West.

TYPICAL DUTIES AND RESPONSIBILITIES:

Administration

- Responds promptly, either directly or by assignment, to all communication from staff, congregation and the public.
- Coordination of church events.
- Be actively engaged and provide support to Church Ministry Teams.
- Be in consultation with church staff regularly.
- Participate in long range planning for the mission of the church.

Supervision

- Supervise all paid pastoral and administrative staff.
- Facilitates regular staff meetings.
- Evaluates staff annually and provide input on working towards their annual goals.

Pastoral Care

- Be available for pastoral counseling (i.e., grief and crisis counseling for individuals, couples and families, and pre-marital counseling.)
- Make referrals to professional counselors as needed.
- Conduct wedding ceremonies.
- Conduct funeral services.
- Visits the hospital, nursing homes, assisted living and senior residences.
- Intentionally engage in the lives of the congregation – love people and communicate that love.

Worship & Sermon Preparation

- Serve as lead preacher.
- Study and prepare worship and sermons.
- Works with Session, the Worship Team Coordinator and Worship Team to determine weekly order of worship.

Teaching and Mentoring

- Be actively engaged in equipping the members of Gateway in carrying out the mission of the Holy Spirit.
- Encourage and nurture the spiritual development of the congregation through prayer, Bible reading and adult education classes.

Community Involvement

- Work in cooperation with community clergy, build relationships with our community leaders, and be supportive of the community and youth programs.

Special Events

- Plan and conduct special worship services (i.e., Christmas Eve, Maundy Thursday, etc.).
- Respond to speaking invitations (i.e., community groups, church retreats, church dinners, etc.).
- Attends church sponsored special events (i.e., community Christmas Concert, church picnic in the park, Christmas fair, etc).

ECO

- Attends Presbytery Meetings, National gatherings and be involved in the work of the ECO Presbytery.

Continuing Education

- Encouraged to attend two weeks of study for spiritual and professional growth.

RELATIONSHIP AND ROLES

- Be a colleague in ministry with the Gateway staff and church leaders. Work for the welfare of our community through public service and volunteer to serve as a faithful covenant partner on both a local and national level.

Please E-mail inquiries and resumes to: pnc@gatewaypc.org

Please provide a cover letter, resume, references, statement of faith (maximum 1 page), and links to sermons preached.