

## ***Job Description***

**Title:** Lead Pastor

**Reports To:** MCA Elected Elders

**Status:** Full-Time

### **Primary Purpose**

- To promote and facilitate the vision of MCA.
- To promote and facilitate the shepherding of the flock.
- To promote and facilitate the equipping of MCA Members for ministry.
- To promote and facilitate congregational life.
- To promote and facilitate spiritual growth and commitment among the members.

### **Qualifications:**

- Must be a Visionary Leader
- Must align in belief and practice with the Conservative Mennonite Conference Statement of Faith and Practice
- Must have a personality that is warm toward people
- Must have an understanding and appreciation of Our Culture
- Must meet qualifications outlined in 1 Timothy 3: 1-13

### **Areas of Responsibility:**

- *Vision Development:* The Pastor is responsible for casting the vision of MCA, in cooperation with the MCA Board of Elders and the MCA Congregation. The Pastor is an ex-officio member of all committees and may give advice and counsel that reflect the vision and purpose of MCA as is needed.
- *Preaching:* The Pastor shall be responsible for the preaching ministry of MCA. He in consultation with the elders is responsible to plan a preaching schedule that reflects the vision and purpose of MCA, (i.e. visiting speakers, qualified individuals from within MCA).
- *Discipleship:* The Pastor in consultation with the elders is responsible for the discipleship ministry of MCA. They will plan a discipleship program that reflects the vision and purpose of MCA. This includes an ongoing investment in the development of lay leaders.
- *Counseling:* The Pastor is responsible to give spiritual counsel to attenders of MCA as the need arises. He, in consultation with the Elder Board, is responsible to see that individuals are referred to a qualified counselor when it is deemed necessary.
- *Visitation:* The Pastor is responsible to see that visitation of church members is done in a timely and systematic manner. He is responsible to build and maintain a support structure that is capable of fulfilling the visitation needs of the church as it grows.

- *Worship Planning:* The Pastor in consultation with the pastoral staff is responsible for planning the worship services of MCA. These services include regular Sunday services, commissioning services, special meetings, holiday services, etc.
- *Officiate Responsibilities:* The Pastor will coordinate officiant responsibilities. The Pastor and Pastoral Staff members will be available to officiate in the ordinances of Marriage, Death, Baptism, Communion, etc. in consultation and cooperation with the elders.
- *Administrative Responsibilities:* The Pastor shall serve on the Board of Elders and as a member of the Church Council. The Pastor shall manage and oversee pastoral staff members.
- *Community Responsibilities:* The Pastor is responsible to cultivate good social and working relationships with other Pastors and churches in the community. As deemed necessary by himself in consultation with the elders, he will work with other pastors and churches in joint community services and efforts.
- *Denominational Responsibilities:* The Pastor is responsible to attend Conservative Mennonite Conference Business Meetings as often as possible. He will attend Conference, Ministers Fellowship, and other maintain a good working relationship with the other CMC Pastors and churches in the community and to participate in their minister meetings when possible. He is responsible to maintain close ties with Rosedale Mennonite Missions and Rosedale Bible Institute and will seek to promote support for them within the congregation.
- *Personal Growth Responsibilities:* The Pastor is responsible to maintain a disciplined personal time of study of God's word, other materials, and prayer, which will enhance, support, and assist him in his ministry at MCA.
- *Professional Growth Responsibilities:* The Pastor is responsible to attend seminars, participate in Pastors groups, and other events that will enhance, support, and assist him in his ministry at MCA. He should seek to spend at least two (2) weeks annually in this type of professional growth activities. Over and above that, he should seek to read and study books, periodicals, and current articles that will enhance his professional growth and his ministry at MCA.
- *Priority Responsibilities:* The Pastor is responsible to maintain his priorities in the following order: Personal relationship with God, his family and the church. In his responsibilities with the church, the Pastor is responsible to set aside prayer and ministry of the Word as priority. He should give significant time to sermon preparation so that he may minister the Word effectively.
- *Time Responsibilities:* The Pastorate is considered a full-time position at MCA. The Pastor is responsible to periodically review his schedule and set general office hours, which should be reported to the congregation. The Pastor in consultation with the elders is responsible to set aside a day off for Sabbath, rest, and refreshment.
- *Responsibilities of Accountability and Reporting:* The Pastor is accountable to the MCA Elected Elders and will report to them on a regular basis. He is responsible to bring ministry problems and discussion to them. He is responsible to submit a written report to the church at the Annual Church Business Meeting.