



Praise Tabernacle
INTERNATIONAL

PASTOR Job Description

General Description and Responsibilities:

The Senior Pastor is the spiritual leader of the congregation. He/she is responsible to the Lord and the church to primarily proclaim the gospel and teach the bible. He/she is to be engaged in pastoral care, provide supervisory and administrative leadership in all areas of congregational care including paid and volunteer staff.

Critical Requirements:

1. Converted and called to the pastoral ministry.
2. Licensed and ordained as a minister of the Gospel under The Church of God Anderson, Indiana.
3. Education: Bachelor's Degree (or equivalent) and a minimum of two years pastoral experiences; seminary degree a plus
4. Must possess the following attributes: personal relationship with Jesus Christ, integrity, maturity, passion, vision, humility, fiscal responsibility, purpose driven, good communication skills, encourager, mentoring skills, peaceful, patient, a teacher, gentle, not quick tempered, and committed to one's calling.
5. Ability and willingness to share Jesus Christ and disciple others.
6. Ability to communicate well through a pulpit ministry.
7. Ability to empathize with the deep concerns of the congregation and demonstrate holistic pastoral care.

Duties – Responsibilities:

1. **Preaching and Teaching:** The Pastor will be the primary preacher for worship services. The Pastor also will provide leadership in planning and executing the Christian Education programs and other programs in discipleship and ministry training, in coordination with other ordained and lay leaders.
 - Leading weekly bible studies for congregation
 - Committed to spending time in personal prayer and Bible and theological studies
2. **Strategic Leadership and Planning:** The Pastor is responsible for strategic planning and staff coordination in the execution of the church's mission, purpose, and vision. The Pastor will define annual strategic goals and vision



3. as a key leader among staff and leaders and implement the plan by:
 - Coordinating/leading regular staff and leadership meetings and other activities to clarify and execute goals and objectives.
 - Monitoring the spiritual pulse of the congregation to determine where critical needs exist.
 - Orchestrate and lead life groups implementation.
 - Ensuring staffing, facilities and programs are effectively aligned to meet strategic goals.

4. **Staff Leadership, Supervision and Development:** The Pastor serves as director to ordained and lay staff and lay volunteers, and leads, evaluates, and mentors existing staff in their respective areas of ministry by:
 - Overseeing leadership training and development.
 - Hiring and dismissing staff and prioritizing staff additions after consultation and guidance from the Board of Directors.
 - Working with the Board of Directors to implement salary reviews and recommendations, negotiate insurance and other benefits, conduct performance evaluations, and provide ongoing informal performance feedback.
 - Maintaining efficient and effective lines of communication between the staff and leaders.

5. **Administration:** The Pastor oversees and executes the administration of the church through appropriate staff and lay leadership teams, and ensures the completion of ministry, business, facility, and logistical support functions through staff and lay volunteers. He/she must:
 - Oversee the pastoral care needs of the congregation and, as necessary, share with other ordained and lay ministers in hospital visitation, home visits, counseling, marriages and funerals.
 - Supervise the Office Manager and provide direction, as needed, for the effective functioning of the front office support functions.
 - Oversee development of and adherence to church policies and procedures.

6. **Representation:** Cooperate with local, state, and denominational leaders in matters of mutual interest and concern.
 - Keep the church informed of denominational developments.
 - Represent the church in denominational and civic matters.

***For more information, please email LBeard@praiseti.org*

