

## NEW PRESBYTERIAN CHURCH POSITION DESCRIPTION

### JOB TITLE: SENIOR PASTOR

#### JOB SUMMARY

The Senior Pastor (a Teaching Elder) serves as the senior pastor at New Presbyterian Church (NPC) and is primarily responsible for preaching, teaching, administration of the sacraments, and leading the various ministries of NPC, in order to provide breadth and depth to NPC's efforts to proclaim the Gospel and equip the Lord's saints. The Senior Pastor must agree with and abide by NPC's statements of faith and the system of doctrine set forth in the Westminster Standards, including the Confession of Faith, Larger Catechism, and Shorter Catechism and must be or have the ability to become ordained as a pastor (Teaching Elder) by the Presbyterian Church in America.

**DUTIES AND RESPONSIBILITIES.** The Senior Pastor will:

- **Preach, Teach, Administer the Sacraments, etc.:** Lead and conduct the public worship of God; preach at morning and special worship services; preach or be responsible for the preaching at evening services, administer the sacraments at times set by the Session. and perform marriages and funerals.
- **Handle Pastoral Care:** Visit and meet with members and others in their homes; visit the sick, including hospital visits; counsel members as needed; and lead in church discipline cases.
- **Pray:** Pray regularly, both personally and at church events, functions, and special times of prayer designated by the Session; encourage Session members, Deaconate members, other NPC leaders. and the congregation to pray; and teach about and prioritize prayer at NPC.
- **Oversee All Christian Education/Theological Development:** Make sure that NPC's Sunday School and education programs are planned, clearly defined and synchronized. This includes ministries like VBS, women's and men's educational ministries. children's ministries, etc. Assure that NPC is on strong footing with biblical and educational/theological development. Work with the various leaders, staff and committee chairs and members to make sure that NPC has a clear, directed, strong education and development plan, e.g. parallel paths of all Sunday School and education programs teaching the same theme for six months or a year, a unified curriculum.
- **Discipleship:** Oversee and mentor staff and future pastoral candidate possibilities directly and make sure that the youth program is developing. Begin and oversee small fellowship and study groups at NPC by training small group facilitators and assisting each group as it moves forward. This is essential for the way forward, and discipleship is critical for NPC to grow, go deeper in the Word of God and become a healthier, unified Body of Christ.
- **Outreach:** Lead NPC's outreach ministries and efforts. Make sure that all of NPC's ministries have an outward focus. Be directly involved to assure that local outreach and missions programs are connecting with the community and region. This involves significant effort, time investment, and working with staff, leadership, and outreach/missions

programs to develop effective local missions. Work with NPC's Deaconate to develop effective mercy ministries.

- **Other.** Handle and be responsible for such other duties and responsibilities as may be prescribed or encouraged in the Book of Church Order of the Presbyterian Church in America, prescribed by the Session from time to time, or reasonable and customary duties and responsibilities of Reformed, Presbyterian pastors.

**REQUIREMENTS.** The Senior Pastor must:

- Agree with and abide by NPC's statements of faith and the system of doctrine set forth in the Westminster Standards.
- Have experience working with Reformed, Presbyterian churches.
- Be a strong man and leader, with a deep spiritual and prayer life and character, and has "cut his teeth" in life and ministry.
- Be an energetic, team-building leader with demonstrated leadership skills.
- Be an effective communicator in both preaching and teaching. with strong interpersonal skills.
- Have a proven track record of effectively working with and creating relationships with individuals at all levels, other organizations, and governmental agencies.
- Hold a Masters of Divinity or equivalent degree or higher degree, and
- Be or have the ability to become ordained as a pastor (Teaching Elder) by the Presbyterian Church in America.