

## LEAD PASTOR

**Reports to:** Elders

**Supervises:** Staff, Volunteer Staff, Ministries of the Church

**Alongside Elders:** Council, Deacons

**Category of Employment:** Full Time

**Office Hours:** Tuesday – Friday 8:00am to 2:00pm, additional hours as needed.

### About Switzerland Community Church

Switzerland Community Church exists to see our community impacted by the love of God and the Gospel of Jesus Christ. We desire *to become Christlike by studying His word which calls us to go and make disciples* (Matthew 28:18-20) by seeking to **Gather, Grow, and Give**.

### Summary:

The Lead Pastor position has the primary function of overseeing the spiritual health and well-being of the church, its ministries, and the direction that God is calling to the church. Alongside the elders, the Lead Pastor will set the tone of the church, and work alongside the vision and mission of the church.

### Education and Experience

- 5-7 Years of Full Time Ministry in a church setting with experience leading teams with working accountability to other leaders.
- Master's degree from an accredited seminary with preference for a Master of Divinity.

### Expectations:

- Exhibits a meaningful and growing personal relationship with Jesus Christ.
- Exhibit all of the qualities of a pastor/elder according to the biblical standards 1 Timothy 3:1-7, Titus 1:5-16, and 1 Peter 5:1-11
- Engages in a regular and ongoing (meeting at least monthly) accountability relationship with a staff partner or other approved person.
- Recognizes that the mission of SCC and our work is important and deserves our very best.
- Models the Biblical standard of personal conduct and lifestyle.
- Supports and adheres to the Mission, Vision, Values, and Philosophy of the Ministry of SCC, including the SCC's Statement of Faith.
- Regularly maintains open communication among leadership channels and to the congregation on relevant matters.
- Supports and adheres to the SCC Bylaws and Policies.
- Staff must be active, participating members of Switzerland Community Church or *be willing to become a member at the beginning of employment.*

## **Job Functions:**

### **Leadership Duties**

- Establish and execute vision and mission of the church in plurality with the elders.
- Develop leaders from within the church staff and the congregation for either full time ministry, service in the church, or being sent in ministry.
- Nominate council persons, deacons, and recommend other persons for eldership in plurality with the elders of the church.
- Represent the elders and staff to the council at monthly meetings with voice no vote.
- Represent the elders to the deacons, providing oversight, accountability, and ongoing training for deacon ministry within the church.
- Provide oversight to Living Waters Preschool and aid LWP Director when necessary for interpersonal and staffing decisions.

### **Ministerial Duties**

- Serve as the primary preacher during the Sunday morning services. Expectation of preaching 40 Sundays.
- Provide specific leadership for adult ministries within the church for discipleship and evangelism.
- Oversee the Discipleship Plan in the church
- Oversee the Ministries of the church.
- Perform Pastoral Counseling as needed
- Perform additional religious services as necessary (weddings, funerals, baptisms).

### **Staff Duties**

- Lead and Evaluate the Staff according to the vision and mission of the church while laying down clear expectations, communication, and direction.
- Lead Staff Meetings as the Primary Voice
- Work with staff to set goals and objectives in various ministry contexts.
- Maintain a professional working environment with regard to general office tasks and communication.

## **Work Week and Pay Schedule:**

- Average of 40 hours per week apart from heavy ministry seasons.
- Sundays and Tuesday – Friday 8am - 2pm for Office Hours with flexibility.
- Pay periods are semi-monthly on the 15th of the month and the last day of the month for the previous period.
- Pay adjustments are made annually by the church council.
- Vacations and pay are in accordance with the SCC vacation plan.