

ISRAEL BAPTIST CHURCH

Mission Statement: Israel Baptist Church (IBC) is called to be a witness for Jesus Christ in this city: reclaiming the least, the last, the lost and raising up a people made whole in Christ Jesus

ENTER TO WORSHIP- DEPART TO SERVE.

Job Description - IBC Senior Pastor

Summary: The Senior Pastor is to be the spiritual leader who either preaches and teaches in the Sunday Morning services or assigns a qualified Associate Minister and as indicated under specific duties, is responsible for leading other spiritual services, and community outreach activities with the Deacons' assistance.

Position Objective:

We the members of Israel Baptist Church are currently seeking a full time Senior Pastor who is devoted, dedicated, a learner, teacher, preacher, leader and who is equipped with the body of Christ to be mature and complete. He/she should be a spiritual leader who loves God and His people. He should be an outstanding communicator, Christian Shephard who leads and loves his congregation, and a visionary who will oversee the overall life and direction of the church of IBC, along with and under the guidance of the church leadership (Deacons). IBC is trusting God to provide us with a Senior Pastor who is dedicated to providing spiritual leadership, which will encourage and equip our diverse Christ followers, to continue to maintain a faithful and devoted commitment to God. The Pastor will exhibit unified standards and uphold IBC's church covenant and more importantly our savior Jesus Christ, who died on the cross for us. IBC is seeking a man of God to carry us into the future and develop our young adults and children to become future parishioners at IBC.

Responsibilities/Duties

The responsibilities and duties of the Senior Pastor are as follows:

The IBC Senior Pastor is to either preach and teach in the Sunday Morning services or periodically assigns a qualified, Assistant, or an Associate Minister, or a visiting Minister. He/she should also organize the weekly Bible Study sessions, though he may delegate the teaching portion of those study sessions. The IBC Senior Pastor is to work with the Worship Team leader in preparing appropriate worship services. These services should be well-prepared, honoring to the Lord, and in a form that is most suitable for our congregation. The IBC Senior Pastor is to regularly lead the congregation in the observance of the Lord's Supper or Communion and Baptism. This should be done at least once per month. He/she should also lead in regard to baptisms. These should be offered at least every other month. The pastor is to be available and willing to perform weddings and funerals as needed. The Senior Pastor is responsible for all administration of the church. This includes office, staff, janitorial, grounds and buildings. This is not to imply that the pastor will do these things: only that he will oversee and delegate them as appropriate.

The IBC Senior Pastor will lead and guide all other members of the pastoral staff. He/she will be responsible to ensure that all staff, pastoral and otherwise, fulfill the requirements of their job descriptions.

The IBC Senior Pastor will be the senior a member of all church ministries and boards.

The IBC Senior Pastor is to maintain contact with all supported church missionaries and missions. He/she is to see that the congregation is also involved in the lives and ministries of those missionaries and missions. At least, every two years, the pastor will visit some of those missionaries and missions in person.

The IBC Senior Pastor will delegate and oversee the planning of outreach activities in the surrounding neighborhoods. He/she will oversee the assimilation of new attendees and work toward creating an inviting environment in the congregation.

The IBC Senior Pastor will participate in and oversee the Christian Education of all ages. This includes Sunday School classes, youth, and adult education. He/she will delegate many of the Christian Education responsibilities to volunteers in the church.

The IBC Senior Pastor will provide short-term counseling as needed. He/she will be available and responsive to crisis situations. He will provide pastoral care through the most effective means possible.

The position requires great flexibility in time schedule. The IBC Senior Pastor should be available for evening activities as well as work on the weekends. The pastor is free to take one to two days off each week depending on the needs of the congregation.

The IBC Senior Pastor will be governed by the existing constitution and By Laws and by a new Constitution and its By Laws when it is ratified by the church.

The IBC Senior Pastor should also lead the Wednesday **Bible Study**, though he/she may delegate the teaching portion of that study.

The IBC Senior Pastor is to work with the Worship Team leader in preparing appropriate worship services. These services should be well-prepared, honoring to the Lord, and in a form that is most suitable for our congregation.

The IBC Senior Pastor is to regularly lead the congregation in the Lord's Supper or Communion. This should be done at least once per month. He/she should also lead in regard to baptisms. These should be offered at least every other month.

The IBC Senior Pastor will meet monthly with all ministerial staff for planning purposes and to continue to develop their spiritual needs and growth.

The IBC Senior Pastor will contact and visit the sick at home, in the hospital or grieving church members.

The IBC Senior Pastor should be available and willing to perform special services, such as weddings and funerals as needed.

The IBC Senior Pastor will assist with special services, such as evening services, outside church functions, and revival.

The IBC Senior Pastor will enhance youth and young adult programs and activities in the church.

The IBC Senior Pastor will create opportunities for families in the church to develop and grow as a Christian family, as well as building on all the family's interest to design activities for them.

The IBC Senior Pastor will enhance spiritual programs for the following:

1. Working with the Deacons ministry to move the church forward, to include increasing the following:
 - Spiritual growth
 - Service and attendance
 - IBC's community influence
 - Overall financial support and increases
 - Encourage and promote the Excellence in Giving Campaign
 - Encourage and promote the Capital Campaign

The IBC Senior Pastor is responsible for all administration of the church. This includes office, staff, janitorial, grounds and buildings. This is not to imply that the pastor will do these things: only that he will oversee and delegate them as appropriate.

The IBC Senior Pastor will lead and guide all other members of the pastoral staff. He/she will be responsible to ensure that all staff, pastoral and otherwise, fulfill the requirements of their **job descriptions**.

The IBC Senior Pastor will be a member of all church committees and boards except where inappropriate (as in the Women's committee).

The IBC Senior Pastor is to maintain contact with all supported church missionaries and missions. He/she is to see that the congregation is also involved in the lives and ministries of those missionaries and missions.

The IBC Senior Pastor will delegate and oversee the planning of outreach activities in the surrounding neighborhoods. In addition, he will connect with the neighborhood and community to engage with others to foresee the future of the area and how IBC can be involved. He will oversee the assimilation of new attendees and work toward creating an inviting environment in the congregation.

The IBC Senior Pastor will oversee the functions of Israel Baptist Inc, to ensure that it is functioning to its fullest potential and operating in the black and meeting its complete financial obligations.

The IBC Senior Pastor will facilitate and participate in and oversee the Christian Education of all ages. This includes Sunday School classes, youth, and adult education. He will delegate many responsibilities to volunteers in the church.

The IBC Senior Pastor should provide overall spiritual leadership to include the handling of sensitive issues, in order that a resolution of such matters occur in an expeditious manner.

The IBC Senior Pastor will work with the Worship Team Leaders in preparing appropriate worship services. These services should be well-prepared, honoring to the Lord, and in a form that is most suitable for our congregation.

The IBC Senior Pastor will oversee church discipline and manage conflict in the church. The pastor will make every effort to seek reconciliation of relationships and promote unity within and around the church family.

The IBC Senior Pastor will provide premarital counseling, counseling regarding salvation and spiritual issues and other counseling for church members as deemed appropriate if time permits. The counseling will be on a short-term basis or as needed. He/she will be available and responsive to crisis situations. He will provide pastoral care through the most effective means possible.

The IBC Senior Pastor will be an ex-officio member of all organizations and committees and may call a special meeting at any time, whenever the need arises.

The IBC Senior Pastor will proclaim the word of God and serve as a teacher of the scripture.

The IBC Senior Pastor will demonstrate the ability to share the gospel with unbelievers, and equip others and the least, the last and lost to share the gospel.

Essential Knowledge and Skills:

To work as a pastor, you should have acquired a comprehensive knowledge of the bible and a strong religious foundation and conviction to serve the lord and his flock. You must also have been ordained by an accrediting body or church. The following are some characteristics of a pastor who presents himself worthy.

- Be a Servant Leader
- Impartiality
- Public speaking
- Competent in organizational skills, administration, and interpersonal relationships
- Strong in biblical preaching and expository preaching
- History of a faithful ministry experience
- Ordained by a Baptist organization to be a pastor
- Oversee the activities and positions of all associate pas tors and any ministers in training
- Preach the word of God regularly
- Join the deacons in exercising spiritual oversight
- Proven track record
- Compassion for struggles and concerns of others
- Ability to communicate clearly both orally and in writing
- Strong Character
- Gets along well with others
- Has a sense of humor
- Can connect and establish relationships with city officials and the community
- Can multi-task
- Makes decision lead by God's direction
- Teaches the biblical revelation
- Moderate church business meeting
- Leading and sheparding

- Arranges preachers to reside in the pulpit in the absence of the pastor or special services and coordination with the Chair of the Deacon Board
- Teaches weekly bible study
- Models the heart of Jesus Christ and ensures that the church is well led and cared for and spiritually connected and protected
- Lead the church in an affective program for witnessing to the lost and the least
- Lead in planning, directing, coordinating, organizing, and evaluating the total church program to identify goals and objectives for improvement
- Provide leadership to the congregation to develop a deeper meaningful relationship with Jesus Christ
- Leads and encourages the church in every phase of its Christian Ministry (e.g. witnessing, visitation, bible study, mission study, perfecting the word of God, etc.)
- Train and lead the deacons to develop an effective program for the family ministries
- Help each member realize their spiritual gifts
- Develop a course of action that can become a part of the community
- Conduct meetings with church staff on a regular basis
- Collaborate with ministry leaders to understand the scope of their programs, events and develop timelines for deliverables and tasks, and ensure the proper planning is in line with the approved budget
- Collaborate as the Chief Executive Officer over the IBI to ensure they completely functional and making a profit under that umbrella related to the church.

Accountability

- **The IBC Senior Pastor is accountable, first and foremost to God and His Word, and secondly, to IBC deacon board and the members of IBC.**
- **The IBC Senior Pastor is ultimately accountable to the church, who has called him/her, into the day to day ministries, to governing the body and boards with whom he/she works with. With these boards his leadership is to establish and determine the missions, ministries and polices for the congregation.**
- **The IBC Senior Pastor is accountable for staff members paid and unpaid as a team and the congregation as a family to provide total ministry to help church members realize their spiritual gifts the church and to the community and the world.**

- **The IBC Senior Pastor will be accountable for the vision of discernment and mission implementation, to include the following:**
 1. **Preaching**
 2. **Worship Leadership**
 3. **Ministry Leadership**
 4. **Bring the least last and lost to Christ**
 5. **Community involvement**
 6. **Overall growth of IBC**
 7. **Meeting the needs of the least lost and the last**
 8. **Collaborating with other churches, organizations and occurrences that desire to encourage the mission of IBC**
 9. **Building a foundation for growth and development**
 10. **Understanding that the church has potential and will develop over time with the right leadership**

Experience and Experience:

- Masters preferred in Ministry or beyond
- Must be licensed or ordained to practice in the ministry
- Should have experience in business management or an understanding of how to operate a business
- Should have experience on managing a budget
- Should have experience with leading and managing a 501c3 organization
- Should have a proven track record of leading congregants and managing a church
- Preferably more than ten years of experience as a pastor
- Demonstrates involvement in church growth
- Successful history in church planning, team building and budget oversight
- Emphasis in expository teaching/preaching with a working knowledge of biblical principles and doctrine
- Should be willing to participate in outreach programs and the community