

# SENIOR PASTOR

## S A M P L E J O B D E S C R I P T I O N

### THE UNSTUCK GROUP®

The role of the Senior Pastor (SP) is to oversee the spiritual health and direction of the church under the direction [or “with the advisory oversight”] of the [Board]. This will require a firm grasp of the beliefs, values and strategy of [Church Name] and the ability to align staff and key leadership teams with its mission. The SP will offer pastoral leadership to the congregation alongside the elders. The SP will ensure that the systems, practices and policies of the church responsibly and effectively support its ministry activities.

The Senior Pastor will be responsible for the following:

#### *1. Ensuring the Spiritual Health of the Church*

Responsible for establishing and monitoring the discipleship strategy for the church. This discipleship strategy will include engaging people in corporate worship, encouraging them to grow spiritually, connecting them in serving opportunities and challenging them to fulfill their God-given mission to make disciples. These objectives are accomplished by:

- Defining a clear discipleship path so each person can self-identify their next steps toward Christ.
- Modeling discipleship with key staff and lay leaders.
- Providing Biblical teaching and casting vision that challenges people to pursue spiritual growth.
- Empowering staff and lay people to implement the discipleship strategy across all ministries.
- Measuring and monitoring the spiritual health of the church and, when necessary, holding staff and lay leaders accountable for the progress in their ministry areas.

#### *2. Modeling Biblical Priorities*

Responsible for upholding Biblical priorities and core values of [Church Name]. The SP should represent a growing personal relationship with Christ. The SP models a strong relationship with his spouse (if married) and children (if applicable). The SP strives to fulfill his or her purpose in life and ministry while demonstrating integrity in words, relationships and actions. These objectives are accomplished by:

- Committing to a daily quiet-time with God.
- Participating in a [Church Name] small group on a regular basis.
- Setting appropriate boundaries to protect character and integrity.
- Developing personal evangelism opportunities within and outside the church.
- Supporting the ministries of [Church Name] by faithfully giving at least 10% of gross income.
- Adhering to and encompassing the qualities and characteristics required of [Church Name] employees, as defined by the Staff Handbook.

### *3. Strategic Leadership and Planning*

Responsible for clarifying and championing [Church Name]'s vision and values. The SP will oversee strategic planning and staff coordination in the execution of the church's mission and vision. The SP will work with the senior leadership team to establish goals and action plans. The SP will provide the catalyzing challenges and activities which allow [Church Name] to remain true to its mission and vision. This leadership and input will be provided through many activities including:

- Coordinating and leading staff meetings and engaging other activities designed to clarify and execute [Church Name]'s goals and objectives. Facilitating regular meetings with the staff leadership team.
- Serving on the [Board].
- Providing leadership in vision casting and goal setting.
- Monitoring the pulse of the ministry through research and evaluation.
- Partnering with staff and lay leaders to ensure staffing, facilities, and programs are appropriately and effectively aligned to best meet strategic goals.
- Assigning pastoral and administrative duties to Executive Pastor, Campus Pastors and leadership teams as applicable.
- Overseeing budgets and providing oversight and direction in the large variety of financial functions of the church including: stewardship campaigns, cash flow, contributions, payroll, leases and budget development.

### *4. Oversight of [Church Name] Worship Experiences*

Responsible for ensuring that all worship experiences are executed with excellence. The SP displays excellent communication skills, the ability to make sound decisions, high level networking, and relational strength that enhance each worship experience. These objectives are accomplished by:

- Delivering relevant, Biblical messages.
- Partnering with leadership teams to plan and execute worship and other creative elements to compliment the teaching in each ministry environment.
- Offering direction to the creative team with planning, packaging and promoting message series.

### *4. Staff Supervision and Development*

Provides leadership to the staff team. The SP will lead, evaluate, and mentor existing staff in their respective areas of ministry. Includes the following responsibilities:

- Supervising the leadership team as it relates to day-to-day ministry and operational activities.
- Championing discipleship, training and leadership development.
- Overseeing the hiring and dismissal process for all staff.
- Providing coaching to the staff in the design and implementation of all church ministries including evaluating appropriate changes to organizational structure.

## *5. Reproducing the Church*

Recognizing that God is positioning [Church Name] to impact people's lives beyond [City], the SP will actively pursue opportunities to expand ministries to reach more people for Jesus. This is accomplished by:

- Continuing to develop a growth strategy that leverages the synergy of existing resources and prepares for expansion in the future.
- Partnering with organizations to equip and invest in ministry initiatives out of [Church Name].
- Developing resources that help staff and lay leaders increase the impact of their ministry.