



GRANDVILLE BAPTIST CHURCH
SENIOR PASTOR
POSITION DESCRIPTION, DUTIES AND RESPONSIBILITIES

General Description

The Senior Pastor is responsible for the spiritual growth and well-being of the church family. The Senior Pastor serves in collaboration and cooperation with the Board of Deacons to lead the church. The Senior Pastor is to oversee, coordinate and lead Sunday worship services and is responsible for the spiritual leadership of the church. He is responsible for preaching and has general oversight of church educational ministries to adults, youth and children.

Biblical Standards

1 Timothy 3:1-7 and Titus 1:5-9 provide a more comprehensive description of characteristics and responsibilities of pastors. Other portions of scripture are also applicable.

General Qualifications

The Senior Pastor of this church must hold to the Baptist distinctives by conviction. He must accept our statement of scriptural beliefs, covenant, and constitution. He must be considered in the light of 1 Timothy 3:1-7 and Titus 1:5-9. Neither the Senior Pastor, nor his spouse, shall have been divorced.

Duties

1. The Senior Pastor shall give himself to prayer and the ministry of the Word of God in exhortation and rebuke. His leadership shall be as an example and as an overseer of the whole church program.
2. The Senior Pastor is, unless the board of deacons should otherwise decide, the single spokesman of the entire church. The Senior Pastor shall have general supervision of the associate pastor(s) and church staff.
3. The Senior Pastor shall have control and authority concerning the order, message, and personnel used in the public worship and teaching services of the church.
4. The Senior Pastor is an ex-officio, non-voting, member of all boards and committees.
5. Regarding privileges not defined in this constitution (continuing education, Christian work, association offices, etc.) the Senior Pastor shall follow the personnel policy with the freedom and limitations as determined by the Board of Deacons.
6. The Senior Pastor shall have such other duties and privileges as provided in the job description prepared and approved by the Board of Deacons.

Time Commitment

The position of Senior Pastor is a professional, full-time position. It can be spiritually, emotionally, intellectually, and socially demanding.

For these reasons, the Senior Pastor shall not engage in any other paid employment without the prior approval of the board of deacons. However, the Senior Pastor is encouraged to be involved in community activities and, from time-to-time serve on boards of other like-minded Christian organizations. But before accepting roles requiring regular time commitments, the Senior Pastor should consult with the personnel committee and accept that committee's guidance on such matters.

Recognizing the demanding nature of this position, the Board of Deacons wishes to work closely with the Senior Pastor to ensure the position's demands do not overwhelm him, impair his spiritual walk, adversely affect his family, impair his health or have other unwanted consequences. Accordingly, the deacons will ask the Senior Pastor to account for his time to promote appropriate ministry, life, and communications balances.

Compensation

The Senior Pastor shall be compensated with the salary and benefits provided by the annual budget and in accordance with church personnel policies and practices. Annual compensation shall be recommended by the personnel/finance committees of the Board of Deacons and approved by a vote of the Board of Deacons. Compensation will be based on experience and the compensation package will be determined in collaboration with the Senior Pastor.

Accountability

The Senior Pastor is accountable to the congregation through the Board of Deacons. The Board of Deacons may delegate day-to-day accountability to its chairman and/or its personnel committee. The Board of Deacons and the Senior Pastor are to work collaboratively and cooperatively to further God's mission in and through the church.

Scope of Authority

Expenditures of funds, use of property and facilities, commitments to missions or missionaries, schedules of services, hiring or terminating staff, initiating or terminating programs, and some other actions are to be consistent with church policies approved by the Board of Deacons as they may be from time-to-time amended, or must be otherwise approved by the Board of Deacons. The Senior Pastor is encouraged to recommend to the Board of Deacons changes to policies and practices. Sometimes, such changes, such as to the Constitution or to the budget, also require congregational approval.

Preferred Qualifications

The Senior Pastor shall:

1. Have been ordained. He shall not be subject to any discipline by any ordaining church or body.
2. Meet qualifications for Senior Pastor and for membership as stated in Grandville Baptist Church Constitution.
3. Have an understanding of and a passion for working with people.
4. Have an understanding of and a passion for Christian education and discipleship.
5. Desire a long-term commitment to Grandville Baptist Church.