

Pastoral Ministry Section A: Key Passages:

John 21:15-17, Acts 6:4, 20:28, 1 Timothy 2:4, 11-12, 15, 3:1-7, 2 Timothy 4:1-5, Titus 1:5-9, 1 Peter 5:1-3, Hebrews 13:17,

Section B: Details of the Pastor.

The pastor is a man called by God to vocational ministry, who has the primary responsibility of feeding, leading, protecting, equipping, and tending the flock (local congregation) John 21:15-17. The pastorate is reserved for qualified men 1 Timothy 2:11-12. The pastor is to be a mature Christian, an exemplar of the faith Acts 20:28, Titus 1:6-8, 2:7-8, Hebrews 13:7, 1 Peter 5:2-3, In order that the pastor may faithfully execute all the responsibilities of his office he must be an able theologian, and perpetual student of God's word 1 Timothy 3:3, 2 Timothy 2:15, 4:13, Titus 1:9.

The pastor is one of a plurality of elders, sharing responsibility and authority with his fellow elders, and being held accountable by them. The pastor assists his fellow elders in prayer, counsel, and advice. He is to take the leadership in the counsel of elders.

The pastor is responsible for the expository preaching of God's word during regular services 2 Timothy 4:1-5. He must provide for sound exposition in his absence. Given this responsibility all questions, comments, and concerns regarding the preaching ministry should be direct to the pastor first.

The pastor will be active in the teaching ministry of the church in word and in writing. He will be available to consult with other teachers, and assist them in preparation.

The pastor will pray for the congregation and for the church.

The pastor will administer the ordinances of baptism and the Lord's Supper.

The pastor will provide counseling and visitation as requested.

The pastor is to be available to the congregation, and approachable. He is to be on-call for spiritual needs of the congregation: excepting reasonable allowances for rest, family, and during times of vacation or sabbatical.

The pastor will be available to preside at weddings, funerals, and other special services as requested.

The pastor will meet with and interview prospective members, and will be available to meet with visitors as requested.

The pastor will lead church discipline, supported by his fellow elders.

The pastor will act as mediator reconciling disputes, except in cases wherein he is directly involved in said dispute.

The pastor will share the responsibilities of his fellow elders.

Section C: Selection Process of the Pastor.

When a vacancy occurs in the office of the Pastor, the Elders and Deacons shall become the Pulpit Committee, and shall arrange for the supply of the pulpit. **They will write an advert based on article 5.1 of the by-laws, and this shall be given to the congregation. The pulpit committee will seek out qualified candidates, thoroughly interview them, and in God's timing** make recommendations to the church for a Pastor. A vote by three fourths of the members present shall be necessary for the election of the Pastor and no election of the Pastor shall take place except at a meeting called for that purpose, public notice of which shall be given two weeks before.

Section D: Tenure of the Pastor.

The length of the pastorate shall be by mutual agreement between the members of the church (**As represented by the elders**) and the pastor himself. The relations between them can be resolved by the mutual consent of the parties themselves, and two months' notice shall be given by either church or pastor whenever either party wishes to dissolve the relation.

2. Elder Ministry

Section A: Key Passages

Acts **6:4**, 14:23, 20:28 14:23 1 Timothy 2:11-12, 3:1-7. Titus 1:5-9, 1 Peter 5:1-3, Hebrews 13:17.

Section B: Details of the Elders

The local church is **fed, led, protected, and spiritually cared for**, by a plurality of elders Titus 1:5; Acts 14:23. **These are men called of God to serve a particular church alongside a pastor. The elders stand beside the pastor in support, not before him as barriers, nor behind him as underlings.** The office of elder is reserved for men only 1 Timothy 2:11-12. **Elders must be mature Christians of outstanding character, and able to teach 1 Timothy 3:1-7, Titus 1:5-9. These men must have a working knowledge of scripture, and be able to apply it to the life of the church.**

The elders **see to** the spiritual **needs** of the church, who oversee the body of Christ, hold the pastor accountable to, **and assist him in** his duties. The elders are meant to stand in support of the pastor, beside him as brothers. The elders are not to stand between the pastor and congregation.

The elders will exercise oversight of the church, its members, and its ministries. Specific oversight responsibilities will be assigned each elder based on gifting and expertise. Specific areas might include, Sunday school, outreach, music, etc.

The elders will provide leadership to the church, and will meet as needed to discuss the wellbeing, direction, and ministry of the church, and the spiritual health of its members, and to pray for members and for the church.

The elders may participate in the teaching ministry of the church according to their gifting.

The elders will assist the pastor in visitation ministry as needed.

The elders will assist the pastor in the administration of the ordinances.

The elders will maintain transparency with the rest of the church.

The elders will work with the deacons to prepare the annual budget, and exercise general oversight of church finances. (i.e., authorizing reimbursements, and major purchases [anything which is outside of the normal budget, and or exceeds \$200 in price], review monthly finance reports, keep the congregation appraised of the financial situation.)

The elders will represent the church to other churches, and organization.

One elder will preside at business meetings.

In the absences of deacons, the elders may either assume their responsibilities, or delegate them to capable and trustworthy members.

Section C: Selection Process of the Elders.

The current elders will prayerfully compile a list of men who meet the qualifications of 1 Timothy 3:1-7 and Titus 1:5-9. The elders will approach these men to discern their willingness, and their families to discern their support. The elders will submit the resulting list of men to the church and request any member who has evidence of disqualification to make such known to the elders within two weeks. If no disqualifying issues have come up in those two weeks, the men to be appointed elders will begin a course of training. Upon completion of the training the men will be presented to the church, and installed in the office of elder.

Section D: Tenure of the Elders.

Elders will remain elders as long as they desire to serve in that capacity or until one of the following occurs:

They cease attending the church

Circumstances arise in their life that would necessitate them either stepping out of elder ministry or simply taking a leave of absence for some appointed time. (This would be a case-by-case scenario.)

Should an elder fail to maintain the standards of scripture as cited above, he shall be removed by the remaining elders for his own good and the good of the whole congregation. Once removed as an elder, the man must again undertake the full process of ordination to regain the position of elder within the church body.

Should an elder seek to take a sabbatical, he will adhere to the regulations regarding sabbaticals. (Refer to article on sabbaticals).

Section E: Governance in the Absences of elders

There may be seasons in which the church is without elders. In such situations the men of the church shall form a governing council with the pastor. This body will see that the day-to-day affairs of the church are taken care of. The pastor will look to this body for advice, discussion, and ratification of matters pertaining to the general direction, and ministries of the church as would normally require a vote of the elders: such areas would include finances, ministry opportunities, etc. and are to exclude matters of soul care. The pastor may request a representative, or representatives from this body to assist in meetings with other churches, or organizations.

This body shall consist of all men eighteen and over who are in good standing with the church (full members, not under discipline). Young men thirteen and older may attend the meetings as observers without voting privileges.

In the absence of both elders, and a pastor the men of the church will coordinate to see to the day-to-day business of the church, and to form a pulpit committee.

This body is not a replacement for elders, but a temporary measure in their absence. As soon as a plurality of elders exist, this body shall be dissolved in its official capacity of governance.

3. Deacon Ministry

Section A: Key Passages

Acts 6:1-4, 1 Timothy 3:8-13

Section B: Details of the Deacons.

The Greek word anglicized “Deacon” may have one of three meanings, in relationship to the office within the local church it is best understood to mean, “authorized assistant.” Deacons are responsible for the physical needs of the church, freeing the elders for the ministry of the word and of prayer Acts 6:4. **Deacons must be trustworthy men of good character, and spiritually mature. Deacons are not elders in training, though a deacon may become an elder as the Lord wills.**

The deacons will be accountable in their areas of ministry to each other and will have regular meetings to discuss and plan for the physical needs of the church. As with the rest of the body of Christ, the deacons are subject to the leadership of the elders.

Deacons will see to administration of benevolence ministry, the care of widows and shut-ins, and to the physical needs of members during times of emergency, bereavement, etc. In this they are to organize the congregation to meet needs.

Deacons will see to the logistical needs of the church. (i.e., ensuring supplies are stocked, preparing for major events, reviewing and improving emergency protocols, etc.).

The deacons will assist the elders in the creation of the annual budget, and exercise direct stewardship of church finances. (i.e., counting offerings, depositing checks, picking up and distributing checks, making purchases.)

The deacons will meet with the elders as requested, and may be required to hold separate meetings to facilitate the completion of their tasks.

The deacons will communicate any needs of counseling, and visitation to the pastor.

Deacons may be asked to assist in other areas according to their gifts and abilities.

Section C: Selection Process of the Deacons

1 Timothy 3:8-13 is read on a Sunday morning and the church is informed that the next two weeks is their opportunity to submit names of qualified men for deacons. After the two weeks, the elders will compile these names and pray over the list of men. **Any man who is known by the elders to be disqualified shall be removed from consideration. The elders will approach the remaining men to discern their willingness to serve, and their families to discern their support.** The elders will submit the names of the men that have been compiled to the church **and request any member who has evidence of disqualification to make such known to man concerned, and if necessary *if there is no repentance) to the elders within two weeks. If no disqualifying issues have come up in those two weeks, the men to be appointed deacons will begin a course of training. Upon completion of the**

training the men will be presented to the church, and installed in the office of deacon.

Section D: Tenure of the Deacons.

Deacons will remain deacons as long as they desire to serve in that capacity or until one of the following occurs:

They cease attending the church
Circumstances arise in their life that would necessitate them either stepping out of deacon ministry or simply taking a leave of absence for some appointed time. (This would be a case-by-case scenario.)

Should deacon fail to maintain the scriptural qualification as cited above he shall be removed by the elders.

Committees

The elders may form a committee at their discretion to advise on particular issues, or to facilitate particular ministries or events. The committees will be accountable to the elders.

In forming a committee, the elders will first draft a purpose statement, with clear and precise guidelines and objective for the committee. This statement must be affirmed by all the elders.

One elder will be charged with primary responsibility for the committee. Other members will be nominated by the elders, and each member will be affirmed by a majority of the elders.

Those selected to serve will be notified and schedule of meeting setup. The pastor and other elders are to be made aware of this schedule, and regularly updated on the progress of the committee.

Any and all reports, statements, plans, etc. created by committees shall be presented to the elders for approval. The elders may accept the material as is, request revisions, or reject the materials outright.

Committees shall be dissolved upon completion of their assignment.