

KURRI KURRI BAPTIST CHURCH

Pastor Role Description

Document 41	
Replace existing document?	Yes
Version:	2.1 (Reviewed and updated)
Details of superseded documents:	(Version 2.0) Pastor Role Description. Reviewed, updated, reformatted by the Pastoral Review Committee. Adopted by the Church Governance Body 5/11/2023. (Version 1.0) Pastor, Kurri Kurri Baptist Church Prepared by the Pastoral Search Committee 25/1/2021.
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Review due date (annual review):	30/6/2025

Note: Throughout this document, "Church" refers to Kurri Kurri Baptist Church (KKBC), the local Church which adopted this document.

Role Title

Pastor of Kurri Kurri Baptist Church

Responsibilities

- Attend the Baptist Association Annual Gathering and Assemblies
- Preach at Sunday morning worship services, and the Masonic Village Services (held on the 4th Sunday of each month), or delegate as required in consultation with the Elders
- Work with the Worship Team regarding conduct of services
- Attend Pastoral Care (visitation) to Church family, as able due to part time nature of appointment, or delegate if unable to attend
- Provide oversight of the Pastoral Care Team
- Meet regularly with Elders, Deacons and Ministry Leaders, for Church wellbeing and administration, and to meet statutory requirements
- Encourage Church congregation in personal growth, prayer, training and evangelism
- Participate in a Pastoral review annually
- Represent the Church locally, as able due to part time nature of appointment, or delegate if unable to attend
- Conduct Weddings, Funerals, Baptisms and Dedications as requested
- Use the 5th Sunday off to contribute to Pastoral wellbeing
- To maintain an awareness of Church Membership numbers, and the threshold for reporting of membership numbers to both Baptist Churches of NSW & ACT, and the Baptist Property Trust.
- Give the Safe Church Team advanced notice of any upcoming visiting Ministry Guests, so the required screening process can be followed

Prerequisites and/or skills required

- The Pastor/s shall be a person who has been (or is in the process of becoming) either accredited or recognised by the Association of Baptist Churches of NSW & ACT and holds to the doctrines set forth in the Church Constitution under the heading "Doctrinal Position of this Church"
- Meets, or is in the process of meeting, the Continuing Ministerial Development (CMD) Guideline requirements, set out in the Affirmation of Ministry (AOM) Guidelines 2024 of Association of Baptist Churches of NSW & ACT
- Undergo a National Police Criminal Record Check prior to commencement
- Have current Creating Safe Spaces training
- Have a verified Working With Children Check number
- Agree to abide by and uphold Baptist Churches of NSW & ACT "Code of Ethics & Conduct"
- Sign the Church "Code of Conduct for Staff and Volunteers"
- Compliance with the Procedure for Staff and Volunteers
- Engage with appropriate professional or Pastoral supervision or mentoring
- Be familiar with the Church Constitution and Church governance documents

Supported by

- Church Leadership, and Church
- Baptist Churches NSW & ACT
- Pastoral Supervisor

Term

- Part-time (three days per week) and open-ended

Reporting to

- Church Leadership, and Church
- The position is accountable firstly to the Church Secretary and then the Church Leadership

Reporting method and frequency

- At Quarterly Meetings, and by way of annual written report for the Annual Church Meeting