

Pastor Position Description

Emmaus Baptist Church

Reviewed by the congregation on July 15, 2020

The description below serves to inform pastoral candidates of the scope of the Emmaus full-time Pastor Position Description. It anticipates the ultimate development of a specific “Pastor-Church Covenant” which will be developed between the final candidate and PSC, then presented to the congregation at the time of call.

Emmaus Baptist Church, originally Charles City Church, began in 1776. In 1830, we relocated to the present location in New Kent County. The first 224 years of our history, all of our Pastors were part-time and bi-vocational. Our only full-time Pastor, Reverend Vallerie Faye King, began in 2000. Pastor Vallerie served with us 18 years and has relocated in retirement to Illinois.

1. PASTOR POSITION DESCRIPTION

- a. The Pastor is called to ministry by the Holy Spirit and confirmed by a body of believers through ordination. (Titus 1:5, 1 Timothy 3:1)
- b. The qualities of a Pastor are described in 1 Timothy 3:1- 7 and Titus 1:5-9.
- c. The Pastor equips the believers for the work of the ministry and builds up the body of Christ as described in Ephesians 4:11-13.
- d. The Pastor shepherds the flock, exercising oversight, in accord with the example found in 1 Peter 5:1-3.
- e. The Pastor exercises the biblical charge to preach the word, being ready at all times to reprove, rebuke, exhort with great patience and instruction and as directed in 2 Timothy 4:1-3.

2. PRINCIPAL FUNCTION

- a. The Pastor leads and walks beside the congregation as we together proclaim the good news of Jesus Christ. The Pastor effectively connects the Scriptures with life in the 21st century, leads in outreach, joins in pastoral care, and provides guidance to the ongoing life of Emmaus.

3. PASTOR as PERSON

- a. We are looking for a Pastor who will provide leadership for an aging, small, but spirited congregation. We desire a Pastor who is positive, caring, and spiritually mature – someone who successfully balances the arduous demands of church leadership with a healthy private life of family and friends.
- b. We desire a Pastor with a vibrant spiritual life who preaches uplifting, bible-centered sermons that are relevant to our needs. We respond well to a relaxed interpersonal style.
- c. We desire a Pastor who works effectively with program leaders, teachers, Deacons, youth and children workers, and who helps us share Good News with our community through a wide variety of mission efforts. Our Pastor will teach us how to welcome and assimilate new members and families into our church.

4. RESPONSIBILITIES

- a. Provide leadership and planning of public worship services and church-wide Bible studies.
- b. Provide guidance for our Coordinating Council in planning, organizing, coordinating, and evaluating the total mission effort of the church.
- c. Conduct yearly performance assessments with each ministerial staff member.
- d. Be the principal communicator at worship services that include preaching, or arranging for someone else to perform this function, during scheduled time away or for special events.
- e. Provide leadership in developing online discipleship and outreach.
- f. Work with church leaders to develop and lead a plan for outreach and discipleship that engages the congregation with New Kent County, VA.
- g. Serve as a shepherd that helps members grow and mature in their faith, specifically helping new Christians and members assimilate into church life.
- h. Guide the church in a caring ministry for persons in the church and the community.
- i. Encourage church involvement in missions through prayer, offerings and personal involvement. As able, participate in mission opportunities in the local, state and international fields.
- j. Moderate or appoint a moderator for church business meetings.
- k. Plan for and provide leadership in the observance of the church ordinances.
- l. Conduct pastoral care sessions as appropriate.
- m. Conduct funeral services and wedding ceremonies when requested in accordance with biblical and church guidelines.
- n. Work with church staff, deacons, and ministry teams as they perform their assigned responsibilities.
- o. Work quarterly and as needed with Pastoral Relations Committee to develop mutual goals and assessments between the Pastor and Church.
- p. Cooperate with associational, state, and denominational leaders in matters of mutual interest and concern; represent the church in civic matters.

5. EDUCATIONAL QUALIFICATIONS

- a. Bachelor's degree is required.
- b. Relevant ministry-related work experience will be considered in lieu of a degree.
- c. Master's degree in a ministry-related field is preferred.
- d. A minimum of three or more years of experience in a ministry leadership role is required.

6. COMPENSATION and BENEFITS

- a. Total Annual Compensation is \$55,000-\$65,000 depending on qualifications and experience.
- b. Salary, Housing, SECA supplement, disability insurance, and Health Insurance are included in the compensation.
- c. Additional reimbursement accounts include pulpit supply, conference/training, and mileage.
- d. Paid vacation is three weeks. Pastor arranges pulpit supply in absences. No more than one week may be carried over to the next year.

- e. Holidays
- f. Two additional weeks away may be used for mission trips, conferences and continuing education.
- g. Sick leave accrues at one day per month with a maximum of 60 days.
- h. Sabbaticals to be negotiated with Pastoral Relations Committee.

Further questions, comments or submit a resume

PastorSearchCommittee2020@gmail.com