

Job Description  
**PASTOR**



**DATE:** May 2024

**REPORTS TO:** Session / Personnel Team

**OVERALL RESPONSIBILITY**

Provide Christ-centered vision and leadership to ensure the local church body is equipped to fulfill the mission of creating space for people to become lifelong followers of Jesus and relentlessly pursue His transformation in our neighborhood, our city, and the world.

**MAJOR RESPONSIBILITIES**

**Worship**

- Coordinates the planning of all worship services with the pastors, Minister of Music and Worship Arts, the Minister of Modern Music and other worship participants
- Identifies and supports lay leaders assisting with worship services

**Preaching**

- Preaches expository sermons based on God's Word
- Plans sermon series that teach the whole counsel of Scripture
- Serves as the primary preacher 75% of the calendar year
- Coordinates preachers for the other 25% of the year

**Teaching**

- Develops church-wide education goals and strategies for adult discipleship; assists in the development of curriculum
- Serves as liaison to Adult Education teams; equips and supports the team leaders
- Teaches on a regular basis on Sunday mornings and midweek, when not preaching on Sunday morning
- Ensures that other pastoral staff participate in in-depth biblical teaching and coordinates their involvement where necessary
- Recruits, equips, and supports lay teachers in the life of the church

**Session**

- Serves as Moderator of Session; provides spiritual leadership for the Session
- Participates in training elders with Executive Staff members
- Collaborates with the Executive Minister and members of Session in planning and facilitating Session and Leadership retreats

**Personnel**

- Provides shepherding and pastoral support for the staff team
- Collaborates with the Executive Minister in planning staff meetings and Leadership Staff retreats
- Collaborates with the Executive Minister in encouraging staff to use teams and engage team leaders and ministry volunteers to provide leadership for church ministries
- Serves as staff resource to the Personnel Team

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### **Generosity/Stewardship**

- Coordinates the Generosity Ministry Team with the team leader, maintaining regular communication with team members and developing a strategy for generosity discipleship at Fremont
- Oversees a year-round generosity program with the Generosity Ministry Team
- Acts as staff resource for all capital fund drives and any other stewardship efforts

### **Long-Range Planning**

- Develops and facilitates a Long-Range Planning Team that is responsible for the creation and implementation of a long-range plan

### **Nominating Committee**

- Serves as an ex-officio member and attends most meetings of the Nominating Committee
- Encourages and trains members of the Nominating Committee

### **Presbytery Representatives**

- Participates in Presbytery and General Assembly meetings and meets with elected commissioners to review the docket and actions of Presbytery

### **Pastoral**

- Cares for the staff, Session and congregation through intercessory prayer, personal relationships, meetings with Executive Staff, Leadership Staff and the full staff
- Prays for the congregation as part of regular working hours and provides pastoral support to members through personal calling and counseling as needed
- Together with other pastoral staff, officiates at baptisms, weddings and funerals/memorials

### **Communication**

- Communicates to the Session the activities of each ministry team with which the Pastor works through the submission of a regular monthly Ministry Team Summary Report
- Communicates the priorities and desires of the Session regarding overall church vision and direction to the ministry team leads
- Brings any matters of concern in any of the respective ministry teams needing Session guidance or approval to the Session
- Meets regularly with the Executive Staff and with the Executive Minister to coordinate ministry issues

### **QUALIFICATIONS AND EXPERIENCE**

- Ordained or ordainable in the Evangelical Presbyterian Church
- Knowledge of and experience in excellent Biblical preaching and teaching
- Knowledge of and experience in leading, collaborating and implementing vision with Session, staff and congregation

### **EVALUATION**

This position is evaluated by the Fremont Personnel Team who meets with the Pastor for an evaluation interview.

### **DIRECT STAFF SUPERVISION**

Executive Minister  
Executive Assistant  
Pastoral Interns