

**GRACE COMMUNITY FELLOWSHIP  
Pastor Job Description**

**Summary:** The Pastor is responsible for spiritual leadership of the church family, organizational supervision of the church programs and partial oversight of operations.

**Primary Duties and Responsibilities:**

1. Preaching and Leadership of Worship: Be the primary preacher of the Word and leader in the congregation's worship life.
2. Vision Casting: Ensure that the session, staff and members of GCF are conducting our church family life and ministries in accordance with God's Word and God's leading.
3. Operational Leadership:
  - a. Lead and direct session, staff and lay leaders of the congregation to ensure that our program ministries are relevant and effective.
  - b. Lead and direct the session, staff and lay leaders of the congregation to ensure that certain aspects of the management and administration of operations are timely, responsive and efficient.
  - c. Serve as moderator of session and all congregational meetings. Fulfill and supervise all other functions spelled out in Chapter Four, "The Local Congregation," within the New Wineskins Constitution.
4. Spiritual Development: Supervise all ministries promoting the discipleship of adults within the congregation. Directly lead as required. Pay special attention to the organization and operation of small groups.
5. Pastoral Care: Supervise all ministries providing compassion, care, counseling and connection for every church family member. Participate as required.
6. Communications: Provide leadership and oversight of written and spoken communication with the congregation and within the community.

**Primary Competencies and Abilities:**

1. See 1 Timothy 3:1-7, Titus 1:6-9 and 1 Peter 5:1-4
2. Commitment to discipleship
3. Committed to spiritual growth
4. Commitment to worship and prayer
5. Commitment to missions, outreach and evangelism
6. Proven leadership abilities and management skills
7. Functionally organized, self-starting and self-disciplined
8. Strong preaching and teaching gifts
9. Strong communication and personal relationship skills
10. Ability to develop and nurture a team approach to ministry

**Approval**

Pastor  
Acknowledgement \_\_\_\_\_ Date \_\_\_\_\_

Personnel Approval \_\_\_\_\_ Date \_\_\_\_\_

Session Approval \_\_\_\_\_ Date \_\_\_\_\_

