



3694 Millers Run Road
McDonald, PA 15057

Venice Presbyterian Church (VPC) is a biblically based Evangelical Presbyterian Church (EPC) seeking a senior pastor to help us pursue the vision of equipping disciples, living in His power, and advancing the Kingdom of God. Our congregation worships in both traditional and contemporary styles and prays fervently for a pastor of godly character, integrity, and wisdom.

Purpose Statement:

Proclaim Jesus Christ, changing lives now and for eternity.

Core Values:

1. Jesus Christ is our Lord and Savior
2. Scripture is true and foundational for life in Christ
3. Live lives worthy of our calling
4. Use all our resources to advance the Great Commission and to glorify God

Position Description – Pastor

In the EPC, the Pastor is a Teaching Elder and, therefore, should meet the biblical requirements for an elder found in 1 Timothy 3 and Titus 1. The Pastor is primarily responsible for gospel ministry which comprises teaching sound doctrine, nurturing souls, and overseeing the flock. The Pastor is also the functional head of the organization (in tandem with the Session), so a pastor should be an able administrator, manager and leader. It is understood that serving as a pastor requires flexibility and adaptability to changing circumstances, so the following responsibilities are to be seen through that lens.

Minimum Qualifications:

- Ordination in the EPC or compatible denomination
- Experience in preaching and teaching

Position Responsibilities:

Preacher/Teacher

- Preach strong biblical and evangelical messages from the pulpit during weekly worship services and throughout special seasons and their services, including Advent and Lent
- Teach Bible studies at regular intervals

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Approved by PNC 3/7/23

- Lead annual confirmation classes when potential members become eligible
- Lead and plan worship services in coordination with the Worship Committee and Music Director
- Guide and participate in Sunday School, Kids' Church, Vacation Bible School (VBS) and other programs in VPC
- Consider feedback from Session and the congregation concerning subject matter, method, and presentation of preaching and teaching

Learner

- Attend Presbytery and General Assembly to build relationships with fellow pastors
- Pursue opportunities for continuing education
- Spend time daily growing in Faith & deepening a relationship with Jesus Christ, through reading the Scriptures & Prayer

Leader

- Encourage the congregation to grow spiritually in their walk with the Lord and to develop disciples and leaders
- Set a godly example for the congregation and elders through actions, service, attitude, words, and character
- Equip Ruling Elders, Deacons, and lay people to serve the church where they are gifted
- Guide Session and committees towards a common vision and focus for the church
- Collaborate with Session to train the newly elected Ruling Elders and Deacons for office
- Fellowship with local church leaders to foster relationships with existing community ministries such as McDonald Area Ministerium Association (MAMA), Hickory EPC Church
- Develop relationships with local entities in education, business, and township government

Pastor

- Extend pastoral care to those in our church family who are suffering from bereavement, injury, illness, or other life situations
- Officiate weddings, baptisms, and funerals and provide related counseling
- Administer the sacraments within our worship services and to the homebound
- Know the members of the congregation and other regular visitors of services
- Establish office hours during the week for congregation members who may need in-person contact with the pastor
- Meet with members who request pastoral counseling for various reasons and refer those who need professional counselors when indicated
- Correct, rebuke, and discipline members with the help of the Session when needed
- Coordinate care, visitation and communion provided to the elderly, lonely and shut-in members of the congregation with the Ruling Elders and Deacons

Manager/Administrator

- Moderate Session meetings and have an active role in all church boards and committees
- Encourage, advise, direct, and nurture staff and volunteers
- Oversee the staff of the church with the help of relevant committees
- Work with the Personnel Committee to adjust staffing structure and hire, review performance, discipline, and dismiss employees when needed
- Review and revise membership rolls of the church with assistance from the Session
- Collaborate with other resources in the church to publish church information to the church bulletin, newsletter, website, social media and other publications

- Conduct staff meetings at least monthly with all employees and report to Session with meeting minutes

The job responsibilities above describe specific roles that VPC requests of the next pastor. The following personal characteristics and qualities may help the pastor meet the needs of the congregation, in general:

Desired Characteristics and Qualities of the Next Called Pastor of VPC:

- Engagement – especially with the new families of VPC
- Strength – choosing a personal relationship with Jesus Christ and to have Him always at the center of his or her life
- Passion – preaching the Word of God and never bending words or lessons of the Bible to suit the needs of the times
- Compassion – reaching out with lovingkindness but rebuking when needed, always showing God’s love
- Confidence – demonstrating knowledge, skills and abilities to lead a congregation to meet its potential
- Confidentiality – exercising discretion in personal matters of the congregation
- Communication – demonstrating excellent written and oral communication skills; willing to share his or her thoughts
- Follow-through – seeing plans and promises through to completion
- Openness – approaching internal and external, personal and corporate relationships with wisdom and a sense of humor
- Availability – accessible, approachable, and sincere in word and deed
- Decisiveness – willing to make a decision independently but willing to consult and collaborate when needed