

POSITION DESCRIPTIONS

SENIOR PASTOR

Purpose:

To provide spiritual leadership, pastoral care, administrative oversight, organizational and missional direction to the congregation of Covenant Evangelical Presbyterian Church, Lake Jackson, Texas.

Accountability:

Accountable to the EPC Gulf South Presbytery, and to the Session through the Personnel Team.

Responsibilities:

- Provide a Biblically-based preaching and teaching ministry
- Plan and lead a variety of worship experiences
- Minister to the spiritual needs of the congregation
- Lead and inspire the Session, the congregation and its organizations to develop programs that will enable the church to grow spiritually and numerically
- Administer the church's program by leading, directing, supervising and encouraging the church staff; ordained and lay; employed and volunteer
- Function as the congregation's Chief Executive Officer
- Officiate at baptisms, weddings, funerals and memorial services as necessary.
- Provide Pastoral care to those in special need, in particular to those in crisis situations
- Serve as a resource person for the Ministry Teams of Session

Relationships:

Relates to the Session and Ministry Teams as the Moderator of Session; to the Staff as Head of Staff; to the congregation as Pastor; to the Presbytery as a member; and to the community as a Minister of Word and Sacrament.

Requirements:

Ordained Presbyterian Pastor

Policies and Procedures for Child and Youth Protection Plan

Evaluation:

An annual review of the position description, job performance, and compensation shall be conducted by the Personnel Team.

Job Category:

The Senior Pastor is an Exempt position, i.e. is not paid any overtime for hours worked in excess of the weekly hours for which the person is employed. The expected work hours for this position is 40 hours per week.

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Revision History

Date	Revision	By
6/24/21	Changed “Reducing the Risk Training” to “Policies and Procedures for Child and Youth Protection Plan” and added the Revision History table. Added – Revision history table	Personnel Team