

Senior Pastor Position Description Form
Warm Springs Evangelical Presbyterian Church

October 2022

Summary of duties of the senior Pastor position at Warm Springs Evangelical Presbyterian Church (WSEPC). These duties will be incorporated into a more formal contract negotiated with the Pastor called to serve.

“Then I will give you shepherds (Pastors) after My own heart, who will feed you with knowledge and understanding.” Jeremiah 3:15.

We seek a Pastor who faithfully shepherds the sheep Christ has purchased: a Pastor desiring to equip Warm Springs Evangelical Church (WSEPC) with the Word and Gospel message. This is through preaching and teaching, knowing and encouraging individual members, and reflecting a mature relationship with Christ in his own life and walk. Some of the specific duties include:

1. Be able to offer full time service to church and community, reside in the general community,
2. Prepare and deliver weekly sermons. Currently one at 11AM on Sundays,
3. Lead a weekly adult Bible study group,
4. Host special events as required,
5. Maintain a lifestyle in public and private reflecting a strong professional image consistent with our mission,
6. Actively engage in Pastoral care, including counselling, home and hospital visits as appropriate. Remain connected with members sufficiently to monitor the spiritual pulse of the church. Ensure that anyone expressing an interest in church is timely contacted,
7. Initially, assist in developing a forward-looking written mission statement and strategic implementation plan,
8. Timely communicate and work with session, committees and members to implement programs and events in alignment with our mission,
9. With the approval of the session, negotiate contracts and business arrangements beneficial to the church, and
10. Oversee the administration of the church, in consultation with the session, to ensure completion of ministry, business, facilities and logistical support functions. Supervise the administrative assistant for the proper functioning of front office projects.

We are praying continually for God to provide the right Pastor and welcome all who are interested to reach out to us. We offer this additional information below about our beliefs and needs for any candidates to consider. The bolded beliefs are essential.

With respect to the remaining information below, whether considered skills, traits or expectations, these also are very important to us but are offered with understanding that we seek a Pastor, who

likely will be like most of us; i.e., stronger in some skills and traits than others. For this reason, we wanted to share this information to ensure we are aligned in spirit to foster growth for all.

A. Preaching and Teaching

The Pastor loves the Lord. The Pastor acknowledges a high and reverent view of God and Holy Scripture as Truth and the Word of God, inerrant and infallible in its original manuscripts. Our Pastor should defend and preserve the truth of the Word against all distortion which could compromise the Gospel message.

Sermons and studies are appropriately based on Scripture for our growth, encouragement and training in righteousness. Our church is impassioned by the Gospel message, seeks to be continually transformed by it as we grow in our understanding of the Word and glean spiritual wisdom to help equip us to grow in our walk with Jesus. We long to have a Pastor who teaches in an expository or other style that examines the meaning and application for each verse in the Scripture to be studied. Our Pastor should avoid using the pulpit to discuss political positions.

Because we believe in the power of prayer, we seek a Pastor who continually prays for his people, and likewise encourages their prayers for him.

B. Lifestyle and Commitment

The Pastor must be in a position to serve our church and community on a fulltime basis. The Pastor is to commit time to Pastoral care having a genuine desire to care and shepherd those participating in the church. He should have a social perceptiveness to provide timely encouragement, calm to mitigate anxiety, reflect the presence of Godly humility, have the patience to carefully listen to what is said, and the energy to lead our congregation in and for our Lord's service. He should be a willing helper, recognize the contributions of others and maintain the stamina to follow through on all church projects.

The Pastor should remain available to and interface sufficiently with the members and friends of the church in order to position himself as a shepherd to encourage and/or challenge the individual to follow God's calling and Word.

C. Administrative Skills

The Pastor must shepherd the church, its mission and purpose, through strong organizational and leadership skills, working collaboratively with the session to maintain a scripturally sound and functionally viable church.

Administrative duties include overseeing the publishing of the bulletin on a weekly basis, review and oversight of financial and other records, supervise assistant, at times coordinate with contractors engaged by WSEPC and coordinate, oversee or monitor all church-sponsored activities.

For additional information, please email both of the following individuals:

Alicia Wrights at secretary@warmspringspc.org

Traywick Duffie, Search Committee Member at tduffie13@icloud.com