

## **JOB DESCRIPTION**

### **LEAD PASTOR**

#### **Qualifications**

- Ministers out of the spiritual strength that is gained in a dynamic walk with God
- Possesses the appropriate spiritual gifts and calling for pastoral ministry
- Committed to the Mennonite Confession of Faith and the Mission Statement of CMF
- Demonstrates spiritual, relational and personal maturity
- Able to organize, motivate and inspire others in leadership
- Seeks the perspectives and input of others and works harmoniously with others on a team
- Demonstrates a passion for lost people
- Able to prioritize family and work responsibilities and if married has a wife who is supportive of his ministry
- Able to set and accomplish ministry goals
- A minimum of five-year's experience as an assistant or lead pastor is preferred
- Be credentialed or be willing to be credentialed through the Lancaster Mennonite Conference
- Maintains current child abuse, criminal and FBI clearances on file in the church office, and has fulfilled all requirements and training per CMF policy and PA state law

#### **Responsibilities**

##### **A. Preaching and Teaching**

1. To be the principle preacher and teacher of the congregation, discharging this duty with love, faithfulness and impartiality in accordance with the scriptures.

Preaching/teaching responsibilities shall normally include:

- a. Sunday morning sermons
- b. Teaching in the church when called upon

2. Discern and communicate spiritual vision for the congregation in preaching and teaching

##### **B. Worship**

1. Articulate and uphold the vision for worship in the church

2. Serve as Elder to the Worship Ministry

- a. Meet regularly with the Worship Planning Team
- b. Assist the Worship Ministry Director in setting goals and policies

3. Schedule special services in cooperation with the Worship Planning Team

4. Administer the ordinances of Communion, Water Baptism, and foot washing and provide for anointing with oil for the sick

5. Dedicate infants and children

6. Plan and lead services of receiving new members

### **C. Pastoral Care**

1. Work cooperatively with the Pastoral Care Ministry, small group leaders, and the Elders' Team in overseeing the pastoral needs in the church
2. Call on and visit the sick, the homebound, the dying, the grieving, and persons under institutional care
3. Provide personal and spiritual counseling to persons of the congregation
  - a. Priority shall be given to attendees of the church
  - b. Decisions as to the amount of time and persons counseled shall be at the discretion of the pastor
4. Perform weddings and conduct premarital counseling for couples
  - a. Priority shall be given to attendees of the church
  - b. In consultation with the Elders' Team, determine who may be married at CMF by the pastor
5. Perform funerals and coordinate details for the congregation's response to deaths
6. Be informed of and participate in follow-up of absentees
7. Provide ongoing and spontaneous acts of pastoral care when needed
8. Offer redemptive correction to persons living contrary to biblical principles

### **D. Team Participation and Leadership**

1. Serve as a member of the Elders Team
  - a. Attend all meetings of the Elders Team and assist in composing the regular meeting agendas
  - b. Serve as a resource person to the Elders Team
  - c. Carry out assignments and responsibilities of the Elders Team
2. Serve as a member of the Administration Team, attending all meetings
3. Serve on the Leadership Team with chairpersons of E-Team, A-Team and M-Team to coordinate the work of the three teams

### **E. Administration**

1. Meet regularly with the staff for the coordination of efforts, mutual support, and general leadership of duties
2. Participate in evaluations of staff as requested by the Personnel Committee

### **F. Conference & Community Ministries**

1. Participate with Lancaster Mennonite Conference, the North Penn District Council and the Milton Ministerium
2. Meet with the District Overseer