

## **Duties and Responsibilities**

The Senior Pastor will be the foremost biblical and spiritual teacher of the church. This individual will conduct themselves in accordance with word of God and become a pillar in the community. They will hold themselves to the highest moral and ethical standards and be a person of sound character liken to that outlined in 1 Timothy 5:17, Titus 1:7-9, and 1 Peter 5:2-4.

The Senior Pastor, Pastor hereafter, will lead the Sunday morning worship service, special Holiday services, and coordinate with other local churches to ensure pulpit coverage for Sunday evening services, as these are shared rotational services. The Pastor will be responsible for delivering a sermon and coordinating worship music with the musical director. The Pastor will be responsible for presiding over the communion service. The Pastor will be expected to attend church and Sunday School. The Pastor will also be responsible to lead a weekly Bible study. The Pastor will provide biblical guidance and oversight to all church ministries. The Pastor will be responsible to lead, coordinate, and arrange visitation to parishioners unable to attend the worship services and ensure all members unable to join in communion service are able to partake of the elements. They shall present a report of visitations to the Diaconate Board.

The Pastor will chair the monthly and annual business meetings and attend all Deacon and Director meetings while offering guidance to all other committees as solicited. The Pastor will lead church membership classes and prepare candidates for baptism. The Pastor will provide ministerial services at Weddings, Funerals, child dedications, and counseling upon request. The Pastor will serve as the public voice of the church.

The Pastor will be responsible to shepherd the congregation offering pastoral care, mentoring, and interpretation of the faith, in accordance with the Bible and the bylaws of Indian Creek Baptist Church, discipling those who want to become leaders of the faith, always seeking to strengthen the spiritual development of the church.

## **Position of Senior Pastor**

### **General Qualifications**

The Senior Pastor will

- Reside in the parsonage beside the church and possess a valid driver's license.
- Pass all federal, state, and local background checks and any additional screening requested by the church thus being approved/cleared to work with children.
- Display a peaceful demeanor and temperament while being equipped with conflict resolution skills and will address all confrontation and division with the love of Christ

- Maintain records, stay efficiently organized and maintain availability to the church family.
- Use of social media platforms should be conducted in a professional ministerial way and be beyond reproach in all aspects when sharing content. (If applicable)
- Abstain from illicit drug use and fermented drink
- Must be able to provide letters of recommendation attesting to one's moral character, integrity, spiritual wellbeing, and biblical competency
- Responsible to perform other tasks/duties as assigned.

### **Ministerial Qualifications**

The Senior Pastor will

- Profess Jesus Christ is Lord and Savior while demonstrating a deep and devout faith, following Jesus Christ, and the foundations of the Word of God.
- Regard the Bible as all inspired word of God, speaking and studying from an acceptable translation, and interpreting the word such that it can be concisely communicated.
- Demonstrate comfortability being recorded during sermons and devotions. A candidate will submit recorded samples of one's preaching.
- Exhibit good financial stewardship.
- Coordinate with and lead other pastoral staff to ensure a fair division of labor and proper coverage of all pastoral responsibilities and duties, constructively leading the associate pastor and staff of the church with the end goal to foster cooperation, teamwork, spiritual growth, and personal development.
- Report to the diaconate board, who will assess their effectiveness in accordance with the bylaws
- Encourage growth, ministry, and involvement of the church membership, placing emphasis on evangelism and disciple making
- Show commitment to the biblical definition and value of family and marriage, which joins one man and woman in single, exclusive union, as clearly stated in the Scriptures.

### **Proficiencies and Competencies**

The Senior Pastor will

- Effectively communicate in a range of settings from one-on-one discussions to congregational gatherings.
- Demonstrate computer literacy with proficiency in Microsoft Office products namely Word, PowerPoint, and Excel

### **Education/Ordination/Experience**

- The ideal candidate will have attended a 3-year seminary (preferred) or have a four-year Bible college degree from an institution of good standing.
- The ideal candidate will be ordained to preach in the Baptist denomination or a similar protestant faith and be able to transition and uphold the beliefs of the Indian Creek Baptist Church.
- The ideal candidate will have four or more years of experience, preferably serving prior as a congregational leader.

## **Compensation**

- Approximately \$45k base salary, reviewed annually
- Entitlement to a parsonage or a monthly housing expense
- Utility expenses paid up to \$6,500 per year
- 10 days of vacation per year
- Sick leave as necessary
- Reimbursement of all mileage accrued during ministerial activities; receipts required for tolls
  - Standard mileage rates apply
- Health benefits offered at the discretion of the candidate to use marketplace
- Health care reimbursement up to \$2,000
- Retirement Plan is paid by Indian Creek Baptist Church
- Life insurance paid by Indian Creek Baptist Church
- Disability benefits paid by Indian Creek Baptist Church
- Half of Social Security taxes paid by Indian Creek Baptist Church
- A resource budget of \$600 annually
- 5 personal days annually for continuing education with expenses reimbursed up to \$1,500
- Relocation package available

## **Correspondence**

Interested and qualified candidates will email the following items to:

[icbcpulpitcommittee@gmail.com](mailto:icbcpulpitcommittee@gmail.com)

- Cover Letter
- Resume
- Link to sample preaching
- Link to testimonial
- Proof of Education
- References