**SENIOR PASTOR**

**As the Lord has set aside through calling and training certain members to perform a special ministry of the Word and Sacrament and has committed to them a variety of work to do, the church through the presbytery calls them to the responsibility and office of ministers of the Word and Sacrament. As such, the Senior Pastor is expected to faithfully perform the ministry of Word and Sacrament, and to provide pastoral care to the membership of Grace Presbyterian Church. This person is expected to provide pastoral and supervisory leadership to the staff, and to the lay leadership of its membership, in keeping with the mission and vision of Grace Presbyterian Church. Further, the Senior Pastor is expected to: maintain a disciplined spiritual life, including prayer, study and meditation, and encourage others to do so; develop and implement plans for his/her continuing education and for professional growth; observe regularly scheduled recreation and vacation time in order to maintain spiritual, mental and physical health and well-being; and arrange a reasonable weekly work schedule, in consultation with, and that will augment the entire staff.**

**I. Qualifications: The Senior Pastor shall have:**

1.Completed and received the degrees of B.A., and M. Div. from an accredited theological School.

 2. Ordination credentials.

 3. Qualified professional theological experience as specified by the Pastor Nominating

 Committee and approved by the congregation.

 4. The following management skills:

 A. Proficiency in and employment of management/leadership dynamics.

 B. Willingness to hold people accountable.

 C. Ability to act as a servant leader.

5. An active personal interest and ability to engage with in people of all ages, one-on-one, as well as in group dynamics.

**II. Reporting Structure**

1. In keeping with the Book of Order, the Senior Pastor is accountable to the Presbytery.

2. The Senior Pastor is accountable to the Session for the performance of responsibilities specified by Grace Presbyterian Church.

3. In cooperation with the Session Personnel Committee, the Senior Pastor shall oversee and shall be accountable for regular supervision of and the completion of staff annual performance reviews.

**III. Spiritual Leadership: To provide effective leadership in this area, the Senior Pastor will:**

1. Oversee all worship services and serve on all Worship Teams.

2. Plan, prepare and deliver, (on average), three sermons per month.

A. The sermons should reflect the best efforts of the Pastor to interpret and proclaim the timeless truths of the Bible as they apply to the ethics and mores of our society.

 B. The sermons should encourage the congregation toward increased spiritual growth.

3. Provide the oversight necessary to establish and maintain programs that provide for and nurture the spiritual growth of the body.

**IV. Pastoral Leadership: To provide the essential aspects of this area, the Senior Pastor will:**

1. In keeping with the Book of Order, oversee the election, training, and examination of all ordained church offices.

2. Officiate at weddings and provide pre-marital counseling

3. Conduct funeral or memorial services, including bereavement counseling.

4. Offer pastoral counseling as appropriate, making referrals as required.

5. Oversee and participate as needed to serve communion to the homebound.

6. Participate actively and oversee hospital visits for the body.

7. Provide the oversight necessary to establish and maintain programs/ministries specifically designed to augment membership growth and programs related to mission.

8. Support the Executive Pastor in establishing and maintaining programs/ministries specifically designed to address stewardship of the body as regards time, talents, and financial support.

**V. Administrative Leadership:** **To provide** **the leadership required in this area, the Senior Pastor will:**

1. Develop as needed, and oversee with the Session and staff, a comprehensive and shared vision for the ministry and mission of Grace Presbyterian Church.

2. Serve as the Moderator of the Session.

3. Provide staff support for the Deacons.

4. Provide secondary staff support (after the Executive Pastor) to the Board of Trustees.

5. As appropriate, be a resource for individual Ministry Teams.

6. Establish regular staff meetings and preside over them.

7. Along with the Executive Pastor, provide support for Jacobs Learning Ladder.

8. Provide staff oversight and support for all staff members and specifically:

 a. Executive Pastor

 b. Director of Music Ministry

 c. Director of Student Ministry

 d. Director of Children’s Ministry

**VI. Denominational Leadership: To provide leadership and guidance in this area, the Senior Pastor will:**

1. Attend and appoint members of the Session to attend regular and special Presbytery meetings.

 A. Participate in Presbytery committee work.

 B. Participate in the work of the Presbyterian denomination.

2. Be accountable for sharing, on a regular basis, all denominational and Presbytery issues having an impact on Grace Presbyterian Church and/or its congregation.

3. Encourage congregational participation in community activities.

4. Encourage participation in both local and worldwide mission.