

Senior Pastor of Heritage Baptist Church - Job Description

Heritage Baptist Church of Cartersville, Georgia is seeking a senior pastor who will help us grow into the vision God has for this small but vibrant, multi-generational church. From its first days, women and men have shared equally in leadership at Heritage, including the role of ministers and lay leaders. The New Testament describes the role of pastor as being the servant leader of the church working under the Lordship of Jesus Christ. The pastor serves as the primary teaching pastor for the church “to equip the saints for the work of ministry, for building up the body of Christ” (Ephesians 4:12). The pastor provides leadership for guiding the church in the fulfillment of its mission through four areas of responsibility: vision and strategic planning, biblical preaching and teaching, staff/leadership development, and pastoral care.

Qualifications:

The individual should be an ordained Minister of the Gospel possessing a minimum of a Master of Divinity from an accredited institution. This person should also possess a calling to the ministry, displaying gifts for such work as previously confirmed through past and current experience.

Principal Function:

The role of the pastor is to shepherd the church, the body of Christ, leading its members to live out our mission statement: Reaching people in the name of Christ, discipling people in the way of Christ, empowering people in the service of Christ.

This person is responsible for leading the ministry of Heritage Baptist Church through proclamation, worship, leadership, pastoral care, outreach, educational/mission activities and involvement in the larger community. Together with the congregation, the pastor is to help discern and implement a vision that could create a pathway for realizing the potential of the congregation, helping the church to answer the question,

“What would it look like here if we were really fulfilling our mission as a body of Christ, according to God’s purpose?”

This person is responsible to the Personnel Committee as representatives of the church body for the overall effectiveness of this ministry.

Responsibilities:

1. Support the mission of Heritage Baptist Church and our Covenant, serving as spiritual leader for the membership in the Christian worship of God. When our congregation has a shared vision they will make sacrifices to support our pastor in making the vision a reality. The pastor is to help lead the church in this mission.
2. Provide administrative leadership with other staff members that fosters a team approach in making decisions through consensus. In instances where consensus cannot be reached, final decisions will be deferred to the pastor.
3. Be attentive to the needs and concerns of the congregation, providing appropriate pastoral care and counseling. Invest relationally in the staff, congregation, and community with a genuine desire to know and care for them as individuals.
4. Serve as the primary preacher and leader in worship and other special services with scripture-based teaching that is relevant and sensitive to the needs of the congregation as well as the unchurched.
5. Conduct funeral services, weddings and other ordinances, delegating responsibilities to others when necessary.

6. Maintain a weekly schedule. Understanding the comprehensive nature of pastoral responsibilities, the pastor shall not be confined to a rigid daily routine; however, the staff should be aware of the pastor's schedule. Participate as a staff member in daily and weekly responsibilities including responding to emergencies.
7. Provide opportunities for church growth in the area of spirituality and worship by coordinating and leading, when appropriate, Bible studies, retreats, seminars, etc. for all ages and stages of life.
8. Coordinate with other staff members in the planning of creative worship opportunities and special services while being attentive to the lectionary and liturgical calendar. Encourage other staff members to use their gifts creatively while using current and future technology to meet ever-changing ministry needs.
9. Encourage and enlist the participation of the laity in various worship activities, providing leadership and training when necessary.
10. Inspire and encourage laity to be involved in the work of the church.
11. Serve as a visible representative of Heritage Baptist Church in the community and represent the church at public and denominational functions.
12. Cooperate with other churches and organizations with mutual interests in the areas of spirituality, missions and worship. Help share Heritage Baptist Church's desire to make a meaningful difference in the community, and invite other churches to help in this mission.
13. Effectively and sensitively provide the opportunity for a free exchange of ideas and opinions, understanding that Heritage Baptist Church consists of a diverse group of people with a variety of personal and religious backgrounds.

There is no perfect pastor, just as there is no perfect church, but we know that God will lead us to a pastor who shares our commitment to solid biblical preaching, compassionate pastoral care, and missional outreach locally and globally. If that sounds like you, please consider joining us!