Mount Pleasant Bible Church

1530 Emerson Road, Goodells, MI 48027
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www.mpbchurch.com

Open Position: Senior Pastor

Reports To:	Elder/Deacon Board
Category of Employment:	Senior Pastor, Full-time
Compensation (Negotiable)	Salary, health insurance, parsonage housing and utilities, mileage reimbursement for pastoral responsibilities.
Office Hours:	Average of 40+ hours per week, with the exception of heavy ministry seasons.
Direct Support Team:	Elder/Deacon Board 1 Paid Secretary (part time) 1 Volunteer Treasurer 1 Paid Janitor

Job Summary

A man who can boldly proclaim the gospel of Jesus Christ, teach and lead by the Truth, engage in pastoral care, provide administrative leadership in all areas of church life and conduct the ordinances and functions of worship.

Qualifications: *I Timothy 3:1-7/ I Timothy 5:17/ I Titus 1:5-9/ I Peter 5:1-4*

- **Experience:** Adequate time spent teaching and leading a Bible based ministry *possibly* including the following areas: weekly sermons, Sunday school programs, community outreaches for all ages, missionary vision & support, marriage/personal counseling, home/medical facility visitations, children's ministries, etc.
- **Education:** Minimum of a Bachelor's Degree from an accredited college or university, preferably with a major in biblical studies or other field designed to prepare candidate for vocational ministry. Consideration will also be given to the candidate having equivalent experience and demonstrated proficiency in the field.
- **Knowledge, skills, and gifts:** He must be tried and proven in ministry and have a passion to share Jesus through preaching the Gospel, administering the Ordinances of the Gospels and endorsing the beliefs described in the "Statement of Faith" of Mount Pleasant Bible Church. Encompass a strong desire to see lost or un-churched people come to Christ in faith and be confident and adaptable with the future in mind. He must demonstrate a Christ-like attitude in words and actions, and have the ability to work with a wide variety of people. He also must exhibit excellent interpersonal relational skills while maintaining and protecting confidentiality. The candidate must possess effective written and verbal skills. Must be a motivated, successful recruiter and manager of volunteers.

- **Physical Demands:**
  a. Lifting, pulling, bending, carrying, and pushing as needed to set up, or assist in setting up activities and events.
  b. Standing for long periods of time.
  c. Receiving calls at various times due to physical/spiritual emergencies.

Duties and Responsibilities (Essentials)

- Engage in pastoral responsibilities as the chief administrator, as assigned, to include teaching, preaching, performing weddings and funerals, pastoral counseling to include visiting homes and medical facilities, assisting in worship services, communion, believer baptisms and child dedications.
- Lead, cast vision, oversee, and direct the development of programs and policies for ministry in conjunction with the approval of the Elder/Deacon board.
- Train, schedule, equip and evaluate staff of the church.
- Recruit, train, schedule, equip and supervise volunteers for the ministry.
- Oversee tracking and reporting of annual financial records and spending, as recorded by the church treasurer.
- Direct the church secretary in the preparation of the annual report and submit to the Elder/Deacon board for approval in advance.
- Provide information to the Elder/Deacon board regarding purchases and expenditures made on behalf of the church, or for conducting church business.
- Represent the church as its chief pastor and executive officer in all dealings with other organizations, individuals and the general public.
- Promote good public relations in the community.
- Work with the Elder/Deacon board and members of the church to prepare short-term and long-term goals and plans for the church ministry and development.
- Participation in monthly Elder/Deacon board meetings, as well as called departmental meetings, and other required staff events.

~This job description is not meant to be an all-inclusive statement of every duty and responsibility that will be required of an employee in this position. Therefore, duties may be adjusted, added or removed.~