

JOB DESCRIPTION-PEACE LUTHERAN CHURCH

TITLE: Pastor

PREACHING AND WORSHIP: In harmony with the LCMC of which we are a part of, the ministry at Peace shall be Bible-based and gospel-centered with a focus on mission. The pastor shall have a sound Lutheran Theology and Biblical understanding. The pastor should be able to engage, teach, and lead all ages within the congregation. The pastor, along with members of Peace, shall work as one in the body of Christ to worship, study scripture, and to share Christ's peace with the community and the world. It is expected that the pastor will:

- * Teach in accordance with the Holy Scriptures and Lutheran Confessions
- * Prepare and lead blended worship services for both Saturday and Sunday services and provide children's sermons
- * Preach and preside over midweek and special worship services, such as, but not limited to, Lenten services, Christmas Eve, Christmas morning
- * Know that services are recorded for those in the community unable to attend regular worship service then broadcast on the local cable station and the church website
- * Use various forms of media effectively during worship-including sanctuary projection system
- * Provide, at least, a monthly communion service for home-bound members and residents at nursing homes and assisted living facilities
- * Administer communion every other week during Saturday/Sunday worship services and special services

VISITATION/CALLING: The pastor will upon request and as necessary:

- * Visit members in local hospitals and surrounding areas
- * Visit members on hospice care frequently as conditions warrant
- * Visit members that are home-bound, in local nursing homes, and assisted living facilities

COUNSELING: The pastor will counsel members in need, providing compassionate counsel to individuals and families as well as quickly responding to emergencies as they arise.

PASTORAL ACTS:

- * Baptisms at Saturday evening or Sunday morning worship services
- * Private baptisms when necessary according to policy
- * Marriage ceremonies performed by request of the couple
- * Funerals
- * Confirmation
- * Administer Holy Communion

ADMINISTRATION: While the pastor is ultimately responsible to the Church Council, he/she has been given primary responsibility of the staff. These responsibilities include, but are not limited to the following:

- * Oversee programming, scheduling, and church calendar
- * Work closely with and provide direction to the Office Administrator
- * Oversee and advise PEEP (Preschool) director and program
- * Provide guidance to the Church Council with long term planning and budgeting of the church
- * Maintain a good working relationship with the custodian and the groundskeeper
- * Oversee Youth Ministry Coordinator/Co-coordinator and provide guidance with youth programs

- * Relay any building or property issues to the Property Maintenance team
- * Provide annual staff reviews to the Council

COMMITTEES AND LAY MINISTRIES: The pastor will build team leadership and provide guidance by regularly attending meetings of the following committees and lay ministries:

- * Church Council
- * Worship and Evangelism
- * Property and Management
- * Membership and Friendship
- * Discipleship and Education
- * Mission and Ministry

Be available as a resource for the following:

- * Cemetery Board
- * Endowment Committee
- * Nominating Committee
- * Other independent church groups

EDUCATION: The pastor will in accordance with the Holy Scriptures and the Lutheran Confessions spiritually conduct the following:

- * Sunday morning Adult Bible Study
- * Confirmation Classes/PACE (Peace After School Christian Education) for grades 5-8
- * First Communion Classes
- * Pre-marital classes with couples
- * New member classes
- * Baptism instruction
- * Chapel with Preschool, weekly

SCHEDULE: The pastor should maintain regular office hours during the week while being responsive to the needs of the congregation regarding visitation.

COMMUNITY: We encourage the pastor to grow relationships within the community through:

- * Occasional special worship services in the community
- * Community ecumenical relations and meetings
- * LCMC and Heartland District meetings and/or conferences

The pastor should strive to work with all groups and people within the church to maintain a unified congregation. The pastor should find support and fellowship from other pastors in town and fellow pastors at the LCMC district and national events. The congregation also encourages the pastor to find avenues of continuing education.

This job description gives a profile of the kind of ministry envisioned. Detailed assignments and job descriptions will be worked out in light of the minister's special interests and experience.