

## SENIOR PASTORS' JOB DESCRIPTION

### I. PREAMBLE

To understand the role of the Senior Pastor (Elder) will help to clarify the role of the Board of Deacons and the Board of Elders. According to Acts 6:4, the apostles saw their priority as the “giving of themselves continually to prayer and to the ministry of the word.” The importance of this cannot be over-emphasised. Dr. John Stott, in his book of *Message of Acts* 1990 pp.120, notes: “*Having failed to overcome the church by either persecution or corruption, he (Satan) now tried distraction. If he could preoccupy the apostles with social administration, which, though essential, was not their calling, they would neglect their God-given responsibility to pray and to preach, and so leave the church without any defence against false doctrine.*”

This is precisely what is taking place in many churches today. Pastors are preoccupied with all sorts of activities, which, though important, are clearly not priorities in their calling. Besides the unhealthy and unrealistic expectations of some congregations, this has made effective pastoring difficult, if not impossible.

### II. DUTIES

Since the Senior Pastor himself is an Elder and is expected to perform the duties of an Elder, he shall:

- A. Give himself continually to prayer and to the ministry of the Word (Acts 6:4).
- B. Give himself to continuous study of God’s Word to be able to declare it effectively.
- C. Demonstrate commitment to his own personal all round development, availing himself to opportunities for enhancement of skill and abilities relative to the ministry.
- D. Delegate as far as possible the administrative responsibilities and authorities, so as not to “...leave the word of God, and serve tables” (Acts 6:2).
- E. Discover and recruit men and women for the work of the ministry. Develop a leadership team to assist the Senior Pastor in the execution of his duties, and be prepared for more senior responsibility and/or ministry within or outside the local church as the need arises.
- F. Fully equip the membership for the work of the ministry (Ephesians 4).
- G. Provide general oversight for the whole church, and exercise overall supervision of its various ministries (1 Peter 5:2).
- H. Provide the church with a vision i.e. the direction in which the Lord is leading the church.
- I. Cast that vision in such a manner so that it **is clearly understood and** can be caught by the entire church.
- J. Preside over all meetings of the Council of Elders and/or Board of Deacons and all business meetings of the church.

- K. Guard the membership against dissension and act at all times in accordance with the Principles and Policies of the Organization.
- L. Ensure proper stewardship of the resources of the church. Be accountable for the financial management of the affairs of the church and sign all cheques together with the Treasurer or other authorized officer, for the disbursement of funds approved by the Board of Deacons.
- M. As far as possible, establish and maintain a meaningful relationship with the community in which the local church is located e.g. the business community, civic groups, and protective services.
- N. Have general supervision over all church services, meetings and ministries. Be responsible for all marriage and family counselling services. Receive and approve all requests for house meetings including thanksgiving services and prayer meetings, etc.
- O. Strategically plan, promote and achieve effective church growth and health.
- P. Seek the Lord for, as well as facilitate the birthing and developing of new ministries.
- Q. Initiate and facilitate church planting.

### **III. ORGANIZATIONAL RELATIONSHIPS**

The Senior Pastor, having been appointed by the National Board of Directors, shall be accountable to it via his District and Regional Superintendents. However, since he works with the Deacons and Elders, his relationship with them should also be one of mutual accountability.

### **IV. QUALIFICATIONS**

The Senior Pastor shall:

- A. Be a member in good standing with the Organization.
- B. Be of consistent Christian character, and possess the qualities of spiritual leadership as outlined in 1Timothy 3:1-7 and Titus 1:5-9.
- C. Live an exemplary life, and manage his personal affairs so that no discredit shall come to the cause of Christ or to the Organization through his conduct.