

FIRST BAPTIST CHURCH OF PACIFIC GROVE
A COOPORATING CHURCH OF THE AMERICAN BAPTIST
CHURCHES, USA,
246 Laurel Avenue, Pacific Grove, CA 93950
(831) 373-0741

**POSITION DESCRIPTION
FOR PASTOR**

Introduction: The pastor of First Baptist Church of Pacific Grove, CA gives direction and supervision to the total program of the church and to do this, should keep in close touch with all other staff members and with all organizations and leaders of the church.

The pastor is a preacher, challenger, trainer, teacher, enabler, initiator, counselor and guide. However, he or she works with many other “members of the Body” who also “minister” to one another and the world.

The pastor is:

Accountable to: The church corporately, who calls him or her in accordance with Article VII calling a pastor and Article VI, Section 1, Duties of a pastor, according to the Constitution of First Baptist Church of Pacific Grove, CA.

Accountable with: Fellow staff members as a team and the congregation as a family for the total ministry of the local church life and the mission to the community and world.

Accountable with: The denomination, region and national leaders and ecumenical groups for meaningful participation in programs and events and the support of same.

Accountable with: The pastoral relations committee for cooperative and effective ministries and relationships.

Accountable for:

Worship Services:

1. Preaching
2. Worship Leadership
3. Administration of Ordinances
4. Officiate at Weddings, Funerals of church members and baby dedications.

Teaching Role:

1. Teaching (Bible Study, Membership Classes)
2. Training Leaders
3. Evangelistic, Ethical or Discipleship Concerns and Issues
4. Premarital Counseling of church members

Pastoral Care:

1. Counseling of church members
2. Visitation (Evangelism, Homes, Hospitals and Nursing Homes)
3. Minister to Bereaved church members and others

Administration:

The pastor is responsible for administration of the total church program though many of the duties of administration will be delegated to staff and/or volunteer leadership.

The pastor shall:

1. Assist officers, boards and committees with long range and short-term planning and execution of their tasks by consulting, advising, coordinating and evaluating.

2. The pastor functions as leader of the staff and will be held accountable for building effective staff relationships and for delegated ministries performed by staff. All are colleagues in ministry and the pastor is only the first among equals, not above the others. The pastor should enable each staff member to utilize their gifts in the ministry of the church.

Denominational and Inter-Denominational Activities

1. Participate in ABC Ministers Council, pledge to its Code of Ethics and actively pursue those ideals.
2. Participate in cooperate with clusters or associations, regional and national programs, events and activities.
3. Cooperate with other local churches in appropriate ecumenical efforts and witness. Be involved in other community agencies and programs.
4. Support denominational programming and institutions.
5. Have one to two days off each week. Attend denominational and interdenominational conferences, conventions regularly and encourage other staff persons and members of the congregation to do likewise.

Evaluation

There will be a six month review and an annual evaluation performed by the pastoral relations committee. Such appraisal on the part of the pastor as well as the church leadership group can increase effectiveness as well as improve communications. Positions are likely to be rewritten when there are changes in staff. Evaluation can be a positive and growing experience with emphasis on the positive qualities of leadership, the achieving of objectives and the determining of new objectives. Unreached objectives or weaknesses in leadership can be discussed in love and with plans for improvement.