

Job Description for Pastor of BEFC

General Purpose: To lead, feed, protect, and care for the church family. The pastor will give general oversight and leadership through the elders' team and lead ministry staff to make disciples by training others to serve Christ.

Term of Office: The Pastor is called to serve for an indefinite period of time by a two-thirds majority vote of the full members of the society.

Qualifications:

1. Be a mature, teachable, growing servant leader (Titus 1:6-9).
2. Have a supportive spouse (I Tim. 3:2-4).
3. Be spiritually gifted in: (Acts 20:25-38).
 - a. Discipleship
 - b. Shepherding the flock of God
 - c. Leadership

Discipleship

Give oversight to the intentional discipleship of the flock.

1. Be a personable team builder and transparent leader with effective communication skills that enable recruiting, developing, training, and encouraging people for ministry.
2. Work closely with ministry staff as a resource for leadership development and training, and be available as a resource to all areas of ministry in training others.
3. Ensure that opportunities are available to:
 - a. instruct new believers.
 - b. incorporate members.
 - c. teach maturing Christians God's Word.
 - d. intentionally train and develop new leaders.
 - e. strengthen marriages and families.

Shepherding

Give oversight to the pastoral care of the church in cooperation with the elders' team (Acts 20:28).

1. Intentionally get to know as many congregants as is reasonable.
2. Pray regularly for the congregation giving oversight to the prayer ministry.
3. Visit the sick, hospitalized, and shut-ins so they feel loved and cared for.
4. Seek God's direction regarding feeding the flock relevant, biblical messages, easily understood and applied to everyday life.
5. Protect the flock (Acts 20:29-31).

Communication

Be personable and friendly in private and public communication.

1. Prayerfully deliver solid biblical preaching and teaching.
2. Possess interpersonal, administrative, and leadership gifts/skills to oversee a growing ministry.
3. Keep staff informed of elder decisions and elders informed of staff concerns, representing each to the other.
4. Lead ministry staff team by creating a relaxed, healthy office environment.
5. Facilitate communications between elders, deacons, and ministry staff.
6. Demonstrate personal interest and care for individual members and friends in the congregation.

Responsibilities and Authority:

1. Serve on and act in cooperation with the elders' team.
2. Give leadership to developing and implementing a vision for the church's future ministry ensuring that its teaching and practice are in keeping with God's Word.
3. Give leadership to the church services, in consultation with worship leaders.
4. Be responsible for ceremonies such as weddings, funerals, baptisms, etc.
5. Be an ex officio member of the deacons' team.
6. Be available for involvement outside the church and the ongoing work of God with:
 - The Evangelical Free Church of Canada
 - The Evangelical Free Church of Canada, Canadian Pacific District
 - The Local Ministerial Association
 - Other Christian Organizations
 - Community outreach opportunities
7. Be responsible for the coordination of baptism and membership classes in cooperation with the elders' team.
8. Give oversight to ensure pre-marital counseling occurs for all weddings performed by ministry staff.

Working Relationships:

1. Responsible first to God and His Word, then to the elders' team of Broadview Evangelical Free Church, then to the church membership.
2. Responsible for ministry staff and the administrative secretary.
3. Work closely with ministry staff.