

# Chadron Bible Church

## Lead Pastor

**I. Position Summary:** Working alongside the Elder/Board, the Lead Pastor will help cultivate a congregation-wide discipleship culture through teaching God's Word on Sunday mornings, and overseeing the church office and staff and all activities associated.

### II. Basic Assumptions

- a) This man will be growing in spiritual maturity and intimacy with Christ.
- b) This man will be growing in the character qualities necessary for church leadership listed in 1 Timothy 3 and Titus 1.
- c) This man will be in agreement with the Doctrine of the Chadron Bible Church.
- d) This man will be able to communicate, cast and carry out vision for this area of ministry.
- e) This man will strive to be a team player, working well with CBC staff and Elder/Board.
- f) This man will lead in submission to the will of the Board as an equal Board member.

### III. Primary Responsibilities

- A) As the Lead Pastor, this position is expected to oversee the corporate preaching of God's Word, preaching 44 Sundays per year, and arranging preachers for the other weeks, with Elder/Board approval for guest preachers.
1. Four (4) vacation Sundays and an additional 16 office days off per year.
- B) Teach classes on CBC Doctrine, membership, and other appropriate subjects open to the congregation.
- C) Have oversight and responsibility to ensure that all events using the church facilities such as weddings, funerals, seminars, training, etc., are planned, coordinated, and accommodated in order to mitigate any issues within the church's control.
- D) Oversee all counseling on behalf of the church.
  1. Setting up appropriate parameters to ensure accountability for all involved.
  2. If anyone other than the Lead Pastor is to do counseling, then this would require Elder/Board approval and/or notification.
- E) Active and supportive in the Berean Fellowship of Churches.
  1. Attend most fellowship gatherings.
- F) Schedule three (3) days or equivalent per month for visiting wider church body outside of circle of friends
  1. Priority given to but not limited to visiting shut-ins, hospital patients, and nursing home residents.
- G) Lead administrative assistant in all duties associated with that position.
- H) Manage Associate Pastors and all duties associated with those positions.
1. Elder/Board will have oversight to assist Lead Pastor in accomplishing these goals.
  - I) Meet the key ministry team leaders on a quarterly basis to build teamwork and relationships.
1. Pastor and Elder/Board can determine which ministry leaders are most in need of meeting with the Lead Pastor.
  - J) Develop specific normal hours of operation for the office and staff.
  - K) Provide an accounting for the weeks/month's activities.

L) Will regularly be assigned many of the tasks that need to be executed following Elder/Board meetings, and may delegate as needed.

#### **IV. Qualifications:**

A) The Lead Pastor must have gifting in all of the following areas:

1. *Gift of Teaching* = Clear, interesting, energetic, giving a blend of informational & transformational. Able to connect the Scripture text to the struggles and worldview of the congregation.
  2. *Skills in Leadership* = A person who naturally attracts and influences others.
  3. *Vision* = Ability to see the whole picture of the church and not just specific ministries or people, and to see what God is doing internationally, nationally, and locally, and how this church fits in that vision.
  4. *Team Building* = Passionate about building and maintaining healthy teams.
  5. *People Skills* = Is able to graciously relate to and converse with a wide variety of people.
  6. *Stewardship of Time* = The ability to discern when God wants them to say yes or no.
- B) This man should have experience in sermon delivery, teaching, and disciple making.
- C) Education: A Bachelor's or Master's Degree in Bible or Theology is preferred.
- D) Sabbatical: one (1) month off for every 5-7 years as determined by Elder/Board. A stipend will be paid. It will be understood that there is a commitment to remain as Lead Pastor at least one more year after a sabbatical leave.