

# Senior Pastor Job Description

Thank you for your interest in Chapin Presbyterian Church and consideration for becoming the next leader and Senior Pastor of our church family. We believe you will find that we are a people who love one another, love our church, love our community, and love our Lord Jesus Christ.

This profile was prepared to guide you in ascertaining your skills and God's calling in your ministry as they apply to Chapin Presbyterian Church.

As you seek the direction of God's calling, we will hold your information in the utmost confidence. The Search Team members will not discuss any written or verbal information we receive from you outside of our private Team meetings. Your application will also be held in confidence.

To apply for the position please go to the Chapin Presbyterian Church's Senior Pastor Search website. There you will find all of the information about our Church, the Chapin community and the deliverables we are requesting as part of your application. You can find us at <http://chapinpres.org/senior-pastor-search/> The website password is ChapinPres

If you wish to contact the Search Team at large and Team Chair you can send an email to [pastorsearchchair@chapinpres.com](mailto:pastorsearchchair@chapinpres.com)

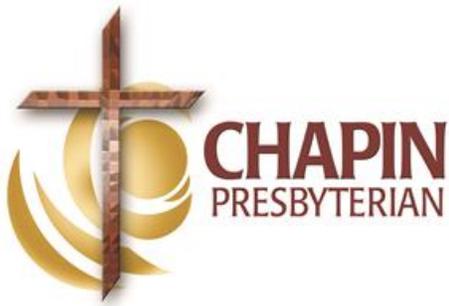
Again, we thank you for your interest in Chapin Presbyterian Church. We are praying expectantly and intentionally for our next leader knowing full well that God, in His sovereignty, has chosen well.

With Warm Christian Greetings,  
**Chapin Presbyterian Church**  
Brooks Williams  
Team Chair

600 Old Lexington Highway  
Chapin, SC 29036

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## Chapin Presbyterian Church PCA

### Position Specifications

Our desire is for our pastor to...

Be ordained or pursuing ordination in the PCA with a Masters of Divinity or Doctorate of Divinity from an accredited seminary.

Have experience as a Senior Pastor or Assistant Pastor in an evangelical, reformed church with continued growth preferred.

Be a leader and visionary.

Be personal, relational, and engaging while maintaining the integrity of the Gospel.

Be an effective communicator able to use various forms of communication ensuring the message is relatable to the congregation and the community.

Have a heart for shepherding and meeting individuals where they are and guiding them into a deeper understanding of God.

Be able to represent both Jesus Christ and Chapin Presbyterian Church in the community by engaging, volunteering, and living out the standards set forth in scripture.

### Overview

The Senior Pastor is devoted to serving Christ and His church, preaching and teaching the Word of God and the Gospel of Jesus Christ, giving himself to the pastoral care of his flock and making mature disciples of Jesus. The Senior Pastor is responsible for the spiritual leadership and welfare of the church staff as well as the church congregation. He is the church's chief human intercessor, shepherding her as he prays with and for the sheep. He is responsible to the congregation, the Session, and to Palmetto Presbytery as he leads the church to fulfill its mission statement under the oversight of, and in partnership with, the Session.

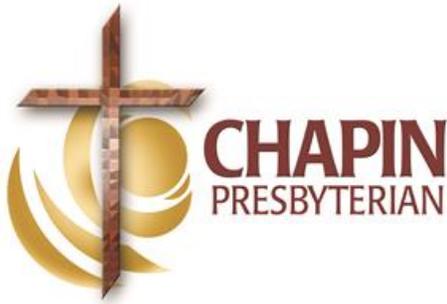
### Primary Responsibilities

#### ***Preaching and Teaching:***

Oversee, guide, and direct the planning of worship services in partnership with designated Staff and Lay Leaders.

Pastor the church through his pulpit ministry. Preach and teach the Word of God in a generally expository style, having a high level of preparation, spiritual passion and connection with the congregation, while providing opportunity for the Assistant Pastor or Associate Pastor to preach on a regular basis to promote his development.

Call the congregation to repentance, personal faith in Jesus Christ, discipleship and spiritual growth, service, and evangelism, through Biblical, Gospel-centered preaching and teaching.



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Preach Christ through all the scripture in a way that speaks to all people in the audience (mature believers, young believers, and non-Christians).

Administer the Holy Sacraments.

Provide pre-marital counseling and officiate at weddings.

Officiate at funerals, providing pastoral care and guidance.

Ensure qualified persons fill the pulpit to preach when absent.

## ***Discipleship and Leadership Training:***

Collaborate with the Session and other church leaders (e.g. Deacons, Women's Ministry, etc.) to communicate vision and direction of church ministries.

Inspire and exemplify a church culture that encourages and equips people to evangelize and disciple non-believers.

Promote and exemplify mentoring/discipleship relationships within the congregation.

Develop a pipeline and a plan for growing future leaders.

Identify candidates and lead training for new Elders and Deacons to prepare them for ordinations and service.

## ***Pastoral Care and Counseling:***

Exemplify Christ's servant leadership through supervising and sharing in the conduct of personal pastoral care such as visiting the sick (particularly the dying) in home, hospital, and providing initial counseling and referrals (as appropriate).

Encourage and equip staff, Session, Deaconate, and members to practical, Gospel-centered, mercy ministry.

## ***Evangelism, Community Outreach, and Outside Activities:***

Encourage and equip members to community outreach intentioned to exemplify Christ's mercy, to evangelize the lost and disciple those God draws to himself.

Understand the unique needs of Chapin and participate in community outreach efforts as an example to the church.

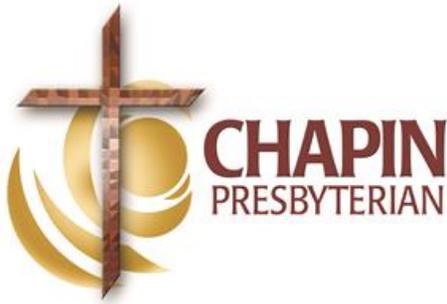
Provide oversight and support to our missions program while encouraging participation in missions.

Participate in Palmetto Presbytery and other PCA-wide events.

Establish and foster Gospel-centered relationships with members of presbytery, other PCA churches and churches in the Chapin community.

Plan and promote routine new-member classes and their assimilation in the church body.

Teach and train in a variety of settings such as special Bible study sessions as agreed upon.



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## ***Leadership:***

The Senior Pastor will serve as moderator of the Session, and ensure that the church's culture describes who we are, what we value, and how we get things done, as well as demonstrate competencies in the following categories:

**Commitment to Results** - As a spiritual leader and visionary of the church, he will be goal driven, mission focused, a problem solver, and a team player; work with the Session, Diaconate, staff, and other leaders to develop and implement a vision, long-term strategies, and annual priorities; provide spiritual guidance to the Session and Diaconate to increase their effectiveness in fulfilling CPC's Mission Statement.

**Leading Change** - He will deal effectively with demanding situations and implement innovative strategies as related to Chapin Presbyterian Church.

**Motivation** - He will be action oriented to identify relevant goals for the church, which will embrace and accomplish the mission and vision, both locally and globally.

**Alignment** - Ensure the ministry committees are well functioning. Supervise, guide, and evaluate all church staff in an effort to provide a coordinated ministry. Ensure the effectiveness and accuracy of all communications to our members.

## ***Working Conditions:***

The Senior Pastor position requires great flexibility in in the hours he should be available for work, including evening and weekends.

Regular office hours must be established when the pastor is in the office, enough to allow access for members of the congregation and for regular communication with the church staff.

Periods of time for study, preparation, and planning must be established in order to increase spiritual growth and leadership.

## ***Personal Conduct:***

The Senior Pastor is expected to serve the congregation as an example of Christian conduct with his own family, members of the congregation, and fellow workers – and to do everything possible within the sphere of his calling toward the furtherance of the Kingdom.

## ***Disclaimer:***

This position description is not intended, nor should be construed, to be an exhaustive list of all responsibilities, skills, efforts or working conditions associated with the job. It is intended to be an accurate reflection of those essential job duties.

End of Job Description.