

JOB DESCRIPTION EXECUTIVE PASTOR

Qualifications:

1. Give evidence of a divine call into Christian Ministry
2. Maintain a daily walk with the Lord Jesus Christ
3. Adequately meet the needs of spouse and children
4. Maintain all financial obligations and be recognized as a respected ethical person of the community
5. Possess an attitude of service and ministry to others
6. Be supportive of total church ministries through prayer, tithes and attendance

The Executive Pastor is responsible to work closely with the Senior Pastor to determine church mission and purpose and then to select objectives and goals that will assist in fulfilling its mission. He proclaims the Gospel, provides pastoral care for members and other persons in the community and provides administrative leadership through the church staff and other elected officers. He serves as an enabler to assist and involve church members in the work of the church.

Responsibilities:

1. Proclaim the Gospel and lead members in the Gospel in the church and community
2. Care for persons and lead church members to care for persons in the church and the community
3. Lead the church in recognizing and achieving its divine mission
4. Provide administrative leadership to all church committees and staff in the performance of their duties
5. Provide leadership in planning and conducting congregational worship services
6. Provide leadership in conducting the church ordinances (Lord's Supper and Baptism)
7. Conduct wedding ceremonies and funeral services for church members and other persons of the community as requested
8. Serve as enabler to and work closely with the Deacons in their training and assist them in performing their work of proclamation, caring and building up of the church body
9. Serve as lead in ministry to "shut ins" and ill church members and other persons of the community as needed
10. Serve as administrative lead for the church
11. Oversee Mentor program for accepted students attending Southwestern Baptist Theological Seminary
12. Provide Pastoral counseling to church members and other persons in the community during times of special needs
13. Serve as church representative to various community projects and organizations, as well as to the county, state and national conventions of denomination
14. Supervise church staff members in maintaining regular office hours
15. Organize and provide training and development for the church staff
16. The Executive Pastor shall be allowed to hold two revival/conferences outside LPBC per year upon completion of one year of service. If the opportunity to conduct a revival/conference presents within the first year participation must be voted on by the church body.