



EBENEZER
BIBLE FELLOWSHIP CHURCH

A Place for You to...

Gather to worship. Grow in the Word. Go with the Gospel.

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Senior Pastor Job Description

Overview: The role of Senior Pastor of Ebenezer Bible Fellowship is to be the Lead Pastor. In that role he will be responsible to shepherd the other Pastors as they minister together. He will also be responsible for shepherding the elders and deacons, overseeing the shepherding of Ebenezer, overseeing the staff of Ebenezer and other responsibilities as outlined below.

Lead Pastor Responsibilities:

1. Teaching – In this role he will be our primary preaching pastor. His ministry in this area shall promote and enhance among the congregation the corporate worship of God and the knowledge and application of sound doctrine.
 - a. He would be the primary preacher with the quantity of preaching being flexible as the desire of the Elder Board is that he works collaboratively with the Pastor of Discipleship to share the pulpit. In his shepherding of the other pastors, he may also provide opportunities for the development of their preaching skills.
 - b. Following an expositional model, he will have responsibility for determining the book of the Bible or the series to be preached and will work collaboratively with the Pastor of Discipleship in developing the series as well as determining the schedule for preaching.
 - c. In cases where both he and the Pastor of Discipleship are anticipated to be absent; he shall be responsible for organizing substitute preaching.
2. Pastoral Leadership - Purpose of this role is to shepherd each of the other pastors on staff for personal growth, accountability and development in their pastoral capabilities and identify any needs they have in the execution of their roles. In executing this role, he will
 - a. Provide opportunities for other pastors (besides the Pastor of Discipleship) to preach as he deems appropriate. Providing feedback and input as they work on the text and after the Sunday Service.
 - b. He shall be their spiritual supervisor and seek to always work together in harmony in sharing the responsibilities for the ministries of the church. Together they shall seek to meet on a regular basis for prayer, evaluation, coordination of activities and planning.
3. Non-Pastoral Staff Oversight - In his role as administrator, he directs the activity of the other non-pastoral staff, each of whom shall be responsible directly or indirectly to him. In this role he will be responsible for oversight of activities assigning them as necessary to other pastoral staff for support and ensuring that they are functioning as intended to support the ministry of Ebenezer Bible Fellowship Church.

4. Other Responsibilities

- a. He will serve as the Chairman of the Board of Elders.
- b. He shall preside at Congregational Meetings.
- c. He shall work collaboratively with the Worship Pastor by providing sermon topics for Sunday and coordinate with the Worship Pastor for other Sunday Morning activities such as baptisms, communion, baby dedication, etc.
- d. He will lead and coordinate activities related to weddings, funerals, etc.
- e. He shall attend Bible Fellowship Conference each year.

Shepherding Pastor Responsibilities:

1. Leadership Development

- a. He will meet regularly with and shepherd the Elders and Deacons of the Church providing support, personal growth, and guidance as they minister follow through with the overall vision and direction set by the Elders as well as fulfilling their responsibilities assigned to them by their board. In this capacity he shall have the ability when desired to assign the shepherding responsibilities for specific leaders to the other Pastoral Staff or Elders.
- b. He shall take responsibility to develop new Elders and Deacons utilizing the other Pastors, Elders, and Deacons to support any training classes or performing mentoring of developing leaders.
- c. Leading the shepherding of the congregation which includes
 - Overseeing counseling ministry by coordinating the counseling by either himself, the other pastors, or outside counselors
 - Coordination of the Shepherding activities assigned to the Elders, Deacons, and Pastors
 - Overseeing assignment and follow through of the visitation of shut-ins and those in the hospital.

General Requirements:

- a. He shall function in agreement with the Faith and Order of the Bible Fellowship Church and the bylaws of the congregation.
- b. To accomplish this work it is anticipated that, on average, he will invest approx. 50 hours per week into the ministry. It is recognized that from time-to-time additional time will be required to deal with emergency situations that arise.
- c. He will be accountable to the Pastoral Relations Committee and the Elders and may be given other assignments as deemed necessary by the Elder Board.
- d. He shall represent EBFC at denominational meetings, local pastoral gatherings, attend community events as a leader of the church, etc.
- e. He shall encourage participation in evangelistic outreach and missions, since the mandate to evangelize is the responsibility of every Christian; and it is, therefore,

assumed that evangelism will be a part of his life and ministry, and he will uplift and train others as the needs arise.

Personal Activities:

- a. The servant of the Lord is expected to maintain a lifestyle consistent with the Bible Fellowship Church's "Biblical Principles of Living."
- b. He shall seek professional and spiritual growth through a personal study program, taking courses and attending conventions and seminars, with sponsorship considered by the Board of Elders.
- c. He may find opportunities to minister outside of Ebenezer Bible Fellowship Church and may accept these opportunities as approved by the Board of Elders; however, his primary responsibility to his duties at this church must always take precedence over such other ministries.
- d. He is entitled to one day off each week. The actual number of hours spent in the fulfillment of his duties each day may vary with the responsibilities of that day. He is expected to use his own discretion in the stewardship of his time, so that he is neither over-worked nor under-employed. Any request for extended time away from the job should be submitted to the Pastoral Relations Committee.

Qualifications:

1. Must have a passion and calling for preaching and shepherding
2. Must be ordainable by the Bible Fellowship Church Denomination (BFC).
 - A. Must be in full agreement with the BFC Articles of Faith without reservation.
 - B. Must meet the minimum qualifications as set forth in the BFC Faith and Order, Article 204-2.3.
3. Shall have 10 years Senior or Associate Pastoral experience or equivalent. This requirement is generally intended as a beginning measuring stick for being assured of a man's abilities, who comes from outside the BFC and may be unknown apart from the search process.

Faith & Order of the Bible Fellowship Church

Part II – Principles of Order

204-2.3 The Qualifications for the Ministry. The Christian ministry is a divine calling that makes high and holy demands on those who aspire to this work. Although the minister of the gospel preaches Christ and not himself, the personality of the minister is involved in the proclamation of the gospel and the performance of pastoral functions. It is imperative, therefore, to give heed to the qualifications imbedded in the Word of God. To minister effectively to his generation a man must have certain spiritual, personal, physical, and educational qualifications.

Spiritual Qualifications.

- (1) The Christian minister must give evidence of having been born again, of having the assurance of salvation, of being inwardly persuaded that he is called of God to the Christian ministry, and of being willing to make the necessary commitment.
- (2) To minister in the name of Christ one must possess the gifts of the Holy Spirit and have a knowledge of God's plan and will.

Personal Qualifications.

- (1) The minister must have a love for the study of Scripture in as much as his primary function is to be pastor-teacher.
- (2) The minister must possess qualities of leadership and administration, together with a willingness to assume responsibility in as much as he is an elder who numbers ruling among his duties.
- (3) The minister, being accountable to God, must have a genuine love for people, exercise patience in dealing with them, be receptive to criticism and correction, and remain steadfast in his duties in as much as he is an under-shepherd of the flock of God.
- (4) The minister must not be a lover of money in as much as he is to be a lover of God.
- (5) The minister must be willing to forgo personal rights and privileges for the sake of ministering to others inasmuch as he is to be an example of a servant.

Physical Qualifications.

The pastor must be a mature man who is physically and mentally fit, being free from impairments that would undermine his ability to minister. His physical and mental fitness should give promise that he will be able to bear the demands of the ministry.

Educational Qualifications.

- (1) All men desiring to be ordained to the ministry of the BFC shall have been graduated from college/university and are encouraged to pursue a seminary degree. The minimum requirement is 3 years of theological training or its approved equivalent. A man may be an applicant or candidate during the period of his training, but the 3 years of theological study shall be completed before he becomes a probationer. Exceptions to these rules may be made for some mature men; however, in no case will a man be recommended for ordination examination before completing the equivalent of 3 years of theological training.
- (2) Candidates for the ministry should be men of broad reading interests, giving evidence of understanding and practical wisdom.