



SENIOR PASTOR

PRIMARY FUNCTION

The Senior Pastor shall be responsible for the total ministry of The Peoples Church by serving as its Spiritual Leader and Administrator. Duties are to be performed in this Interdenominational Church in the cause of Christ, under the direction of the Council of Elders as outlined in the Articles of Agreement.

DUTIES AND RESPONSIBILITIES

Preaching and Worship – Provide leadership in the planning of worship. Preach the majority of sermons and coordinate the preaching activities of other staff and guest pastors. Conduct and provide leadership for weddings, funerals, baptisms, and communion services. Proclaim and teach the Word of the Lord in relation to contemporary, personal, and social issues, making scriptures relevant to lives today.

Shepherding and Visitation – Conduct and provide leadership for a strong visitation and pastoral care program. Provide leadership for sharing and caring with persons in homes and hospitals. Participate in and coordinate the activities of the professional staff in providing counseling for those in need. Respond to requests for assistance during emergencies and crises.

Leadership and Administration – Provide overall leadership to The Peoples Church and direction to the entire staff. Report to and serve as a resource person to the Council of Elders, bringing matters to their attention. Assure communication with all Ministries concerning matters affecting their areas of responsibility. Help shape the mission of The Peoples Church and unite members of the congregation in support of that mission as approved by the Council of Elders and congregation. Plan, conduct and coordinate programs for new member classes and confirmation class. Provide input and in some cases conduct annual staff reviews. Be accessible as a resource person to all groups within The Peoples Church and provide liaison when appropriate. Recommend policy or procedural changes impacting the overall operations of The Peoples Church.

Teaching and Counseling – Participate in the church's Christian Education ministry and share information about religious issues by teaching, writing articles, or giving presentations.

Outreach – Participate in activities with local community groups and maintain relationships with area colleges and universities. Maintain a positive relationship with, and participate in,



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activities of local, state and national church councils. Maintain positive relations with the American Baptist Church of Michigan, the United Methodist Church, Presbyterian Church (USA) and the United Church of Christ, the denominations with which The Peoples Church is affiliated. Act as liaison with East Lansing, Greater Lansing, and Michigan State University. Serve as a liaison between The Peoples Church and other outside organizations. Engage with community and other religious organizations in order to represent the Church and promote its objectives.

Ministries, Finance, Stewardship – Participate actively in the planning and implementation of the Stewardship program of The Peoples Church. Provide management oversight in the preparation of the annual Church budget. Participate in fundraising activities to support congregational needs. Attend monthly Ministry meetings.

Preschool – Provide management oversight for The Peoples Church Preschool and provide supervision for the Preschool Director.

KNOWLEDGE, SKILLS AND ABILITIES

Philosophy and Theology – Knowledge of non-Christian philosophical systems and world religions. This includes their basic principles, values, ways of thinking, practices, and their impact on human culture.

English Language – Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Sociology and Anthropology – Knowledge of group behavior and dynamics, societal trends and influences, human migrations, ethnicity, cultures and their history and origins.

Communications and Media – Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.

Speaking – Talking to others to convey information effectively.

Active Listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.



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Service Orientation – Actively looking for ways to help people.

Social Perceptiveness – Being aware of others’ reactions and understanding why they react as they do.

Writing – Communicating effectively in writing as appropriate for the needs of the audience.

Oral Expression – The ability to communicate information and ideas in speaking so others will understand.

Speech Clarity – The ability to speak clearly so others can understand you.

Written Expression – The ability to communicate information and ideas in writing so others will understand.

QUALIFICATIONS

- **5 years of pastoral experience preferred**
- **Multi-dimensional administrative experience (Supervision of multi staff, experience with complex budgeting/financial reporting, communication/coordination with multiple denominations, or other high level administrative experience)**
- **Graduate of an Association of Theological Schools accredited program**
- **Masters in Divinity Degree (D. Min, Ph.D. or other doctoral credential preferred)**
- **Experience in oversight of a preschool or other para-church organization**
- **Ecumenical experience preferred**
- **Experience in a large church setting preferred**
- **Experience in development of stewardship programs**

REPORTS TO

Council of Elders