

HOURS: Full Time, Exempt
SALARY: Based on experience
REPORTS TO: Congregation and Elders
OVERSEES: Associate Pastors, Care Minister and Worship Arts Minister

PURPOSE: To serve the church by developing, coordinating, administering and providing leadership for an effective and comprehensive ministry to the congregation, but not solely responsible for implementing ministry; to empower and equip congregational members to minister to each other, the community and beyond; to assume ownership of the vision of the church; to serve with the Ministry Team, Executive Board and Elected Elders to determine, clarify and articulate the values, mission and Strategic Plan of the congregation; and to engage in team ministry cross-training to prepare others for future ministry involvement.

QUALIFICATIONS: Ordained minister in LCMS with minimum 5 years of ministry experience, church leadership and administration.

RESPONSIBILITIES INCLUDE:

1. Based on the Bible and teachings of the Lutheran Church – Missouri Synod, provide vision for the congregation and all its ministries as it seeks to provide a dynamic witness for the members of the congregation, the community and the region.
2. Provide a solid Bible-based preaching and teaching ministry to meet the needs of the congregation and attract the un-churched.
3. Encourage and nurture the spiritual development of the ministry staff through regular teaching of the Bible.
4. Ensure that adequate spiritual care is provided for congregation members in times of crisis through home visits and hospital calls.
5. Lead in worship and supervise the administration of the Sacraments.
6. Oversee confirmation classes.
7. Recruit, motivate and train lay leaders of all ages.
8. Assign leadership of all weddings and funerals, providing appropriate preparation and support.
9. Oversee instruction classes of new members.
10. Represent the church by serving on appropriate denomination committees and community organizations.
11. Schedule necessary time for study, preparation and planning in order to develop and maintain a deep level of spiritual growth.
12. Understand the overall health of the church and provide input to the Executive Board as appropriate.
13. Coordinate with and provide leadership and direction to church staff workers.
14. Take time for self-care to include modeling a healthy family and personal life.
15. Provide support to the Timothy Lutheran School Ministry.