



Lead Pastor Job Description

Job Title: Lead Pastor

Reports To: Board

Position Status: Full - Time, Salaried

Location: Manton, Michigan

Position Summary

The Lead Pastor of Rollins Christian Fellowship Church serves as the primary spiritual leader of the congregation, providing faithful, Christ-centered preaching, shepherding, and vision. This role is responsible for guiding the church in spiritual growth through the teaching of Scripture, prayer, and discipleship, while modeling a life of integrity, humility, and dependence on God. The Lead Pastor offers pastoral care to the congregation, equipping believers to follow Jesus faithfully in their daily lives and fostering unity within the body of Christ.

In partnership with the board, Family Pastor, and ministry leaders, the Lead Pastor provides direction for the overall mission and ministry of the church, helping discern God's leading and guiding the congregation through seasons of growth and change. This includes overseeing ministry alignment, developing leaders, and encouraging a culture of service, outreach, and spiritual renewal. The Lead Pastor is committed to building healthy relationships within the church and the surrounding community, so that Rollins Christian Fellowship Church continues to grow in spiritual vitality and gospel impact.

Primary Responsibilities

1. Leadership & Vision

- Serve as the primary preacher and teacher, delivering faithful, Christ-centered, and expositional preaching. With the expectation of preaching at least 44 times throughout the year.
- Provide spiritual leadership and cast a clear, compelling vision aligned with the mission, vision, values, and biblical convictions of Rollins Church.
- Lead the church in discerning God's direction through prayer, Scripture, and wise leadership.
- Work closely with the Board, staff, Family Pastor, and ministry leaders to ensure unity, clarity, and alignment across all ministries.
- Model servant leadership, humility, integrity, and spiritual maturity in both public and private life.

2. Shepherding & Pastoral Care

- Shepherd the congregation through relational presence, prayer, and pastoral care.
- Provide biblical counsel and spiritual encouragement to individuals and families in seasons of joy, transition, and hardship.
- Officiate weddings, funerals, and other pastoral services as needed.
- Lead the church regularly in the ordinances of communion and baptism.
- Maintain a visible, approachable, and relational presence on Sundays and throughout the week.
- Equip and encourage the church to care for one another through small groups, ministry teams, and informal relationships.

3. Staff Leadership & Ministry Oversight

- Lead, supervise, support, and evaluate pastoral staff and ministry leaders.
- Foster a healthy, collaborative staff culture marked by trust, clarity, and mutual accountability.
- Ensure effective planning, coordination, and evaluation of all church ministries.
- Work with leadership to steward church resources, including budgets, facilities, and administrative systems.
- Support and oversee key ministry leaders, including the Family Pastor and other staff positions.

4. Teaching, Discipleship & Spiritual Formation

- Lead the church in a clear and intentional approach to discipleship for all ages and stages of life.
- Ensure teaching across all ministries is biblically faithful, gospel-centered, and theologically consistent.
- Encourage spiritual practices such as prayer, Scripture reading, generosity, service, and mission.
- Equip the congregation to live out their faith in everyday life and witness.
- Provide clear pathways for serving, baptism, spiritual growth, leadership development, and ministry involvement.

5. Outreach, Community Engagement & Church Health

- Lead and encourage the church to be a faithful gospel presence in Manton and the surrounding community.
- Support outreach initiatives, partnerships, and community events that advance the mission of Rollins Church.
- Build relationships with local leaders, organizations, and other churches as appropriate.
- Champion a culture of hospitality, invitation, and mission within the congregation.
- Regularly assess the spiritual health of the church and lead toward ongoing vitality and renewal.

Expectations & Character Qualities

***These were created through a collaborative effort of our leadership and congregation**

- Clearly Preaches the Bible – Faithfully teaches and proclaims Scripture with clarity, conviction, and Christ-centered application that is accessible, engaging, and rooted in sound biblical interpretation.
- Approachable – Demonstrates warmth, humility, and accessibility, making people of all ages and backgrounds feel welcomed, known, and comfortable seeking conversation, counsel, or prayer.
- Integrity – Lives with personal holiness, honesty, and accountability, modeling a life that aligns private character with public leadership and reflects the trustworthiness of a pastor.
- Prayer Warrior – Leads from a posture of prayer, depending on God personally and corporately, and encouraging a culture of prayer throughout the life of the church.
- Shepherd – Cares deeply for the congregation by guiding, protecting, and nurturing the spiritual well-being of individuals and families with compassion and faithfulness.
- Family & Children Focus – Values marriage, family, and children, supporting and strengthening families while partnering with parents and ministry leaders to disciple the next generation.
- Biblical Worldview Application – Helps the congregation understand and apply a biblical worldview to everyday life, cultural challenges, and personal decision-making.
- Encourager – Speaks life-giving words that build faith, affirm growth, and call people forward in hope, obedience, and trust in Christ.
- Sense of Humor – Brings appropriate warmth, joy, and humility into relationships and communication, helping foster a welcoming and authentic church culture.
- Evangelism – Models and encourages personal and corporate evangelism, equipping the church to share the gospel clearly and compassionately in daily life.
- Hospital & Home Visits – Provides pastoral presence through hospital, home, and crisis visits as needed, offering prayer, comfort, and spiritual care during times of need.

Qualifications:

- A clear, personal testimony of faith in Jesus Christ and a calling to pastoral ministry.
- Meets the biblical qualifications of an elder/pastor (1 Timothy 3:1–7; Titus 1:6–9).
- Bachelors in Biblical Studies or related field required.
- Master of Divinity (M.Div) from an accredited seminary preferred.
- Ordained or willing to be ordained by our congregation.
- At least 5 to 7 years of experience in pastoral ministry, preferably in a senior leadership role.
- Strong preaching, leadership, communication, and interpersonal skills.
- Agreement with and commitment to the church's doctrinal statement and mission.

Compensation & Benefits

- Salary to be determined based on experience
- Parsonage is provided
- 3 Weeks of Vacation per year
- 1 Week of training/continued education per year
- Paid Holidays
- Housing Allowance
- \$1,200 a year for resources/training/continued education

How to Apply

- Please visit our website, www.rollins.church/search and read over the *Rollins Church Profile* before proceeding. After doing so...
- Please email searchteam@rollins.church with the following information:
 - Cover Letter
 - Resume
 - A link to at least two recent sermons (Preferably an Old Testament and New Testament example.)
 - A document answering the following questions:
 - Why do you believe you might be a good fit as the Pastor of Rollins Church?
 - Describe your experiences in ministry and how you may be qualified to serve as the Pastor of our church.
 - In just a few sentences please give a summary of your theology and how that is in line with the doctrine of Rollins Church.