



## **Lead Pastor** JOB DESCRIPTION

**Employee:**

**Hire Date:**

**Job Title:** Lead Pastor

**Supervisor:** Elders

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**Purpose:** Directly responsible for the overall vision and direction of MTVchurch

### **Experience and Knowledge Required:**

- A love and calling toward ministry to pastor people
  - Build meaningful relationships
  - Care for people
  - Disciple people
  - Train people
  - Develop leaders
  - Help people realize and reach their full potential
- Ability to lead others
  - Organization/management of staff
  - Present vision to leadership/church
  - Continually develop and increase circle of influence with people
  - Lead by serving others
  - Delegate well
  - Strong sense of team
- Ability to communicate to congregation
  - Provide relevant teaching from God's word
  - Connect with people where they are in a creative, intentional worship environment
  - Help guests feel welcome and comfortable
  - Present MTVchurch purpose and vision clearly

## **Essential Functions and Responsibilities:**

- Weekly Responsibilities (Between Sundays)
  - Prepare message each week for Sunday and MTVmidweek (Wednesday)
  - Share MTVmidweek message
  - Plan/Implement staff meetings with MTVstaff
  - Work with MTVstaff to plan services
  - Communicate upcoming events with leadership teams
  - Provide pastoral leadership and care needs for MTVchurch. Partner with Ministry Team Leaders on pastoral care issues and keep the staff and elders apprised on all related issues
  - Lead MTVstaff in spiritual, interpersonal, and creative growth
  - Evaluate connection cards for guests contacts, prayer needs, info requests, etc.
  - Continually build systems that will create church growth
  - Influence and lead environments that are built around connecting people to God and fulfilling the Great Commission
  - Be available for appointments (counseling, pre-marital, etc.) and available to assist in crisis situations, hospital visits, funerals, and/or weddings
  - Respond to emails and phone calls within 24 to 48 hour time frame
- Weekend Responsibilities (Services)
  - Share relevant teaching from God's word with congregation
  - Work with MTVstaff to create creative, intentional worship environment
  - Love, encourage, and pastor people
  - Connect with new people
  - Be available for ministry time with individuals
  - Conduct Baptism on First Sunday of each month (as needed)
  - Follow 30/30 rule: arriving 30 minutes before services begin and leaving 30 minutes after services end

## **Other Duties and Responsibilities:**

- Develop yearly overall church budget with MTVstaff, Finance Team, and Elders
- Maintain overall church budget
- Monitor and report monthly defined measurables to elders (attendance, giving, etc.)
- Attend all Elder Meetings and Quarterly Oversight Team meetings
- Assist other staff with special events, projects, and ministries as available
- Fulfill all other leadership responsibilities related to being Lead Pastor

**Attributes**

- Strong Leadership Skills
- Positive Attitude
- Heart of a Servant
- Fun/enjoyable
- Loyal
- Must share the vision of MTVchurch to fulfill the Great Commission with integrity and passion

**Extent of Public Contact**

- Contact with Pastors and staff from other churches
- Local city leaders
- Local vendors

**Supervisory Responsibilities**

- Manage and oversee responsibilities of MTV Staff

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_