

**TRINITY CHRISTIAN REFORMED CHURCH
POSITION DESCRIPTION**

POSITION TITLE: Worship Pastor

SUPERVISED BY: Executive Team

SUMMARY OF POSITION: Full Time

The Worship Pastor serves in a team ministry along with Shepherding Pastor and Director of Ministry. Primary responsibilities are preaching, teaching and pastoral care while working in a copastor environment with the Shepherding Pastor.

QUALIFICATIONS:

Ordination required with an educational background from Calvin Theological Seminary preferred. 3-5 years of experience in ministry preferred.

PRIMARY RESPONSIBILITIES:

A. Worship

1. Provides the primary vision, direction and leadership in the Worship Ministry which is carried out in partnership with the Shepherding Pastor and Director of Ministry. Serves as an active member of the Worship Team.
2. Leads worship services no less than 50% of the services each month including any special services. Exceptions are services led by Shepherding Pastor, vacation (3 Sundays), study, education (up to 2 Sundays) and occasional exchanges/guest ministers as arranged by the Council or Executive Committee. Provides sermon themes and texts in advance to the Worship Coordinator to allow appropriate time to plan the worship services.
3. Administers the sacraments, professions of faith, and the installation of office bearers per the scheduling of the Worship Coordinator.
4. In conjunction with the Shepherding Pastor performs weddings as agreed upon by those involved and in accordance with Council guidelines.
5. Serving with and under the lead of the Shepherding Pastor performs funerals as agreed upon by those involved.
6. Incorporates the use of children's messages into the worship service on a regular basis.
7. Encourages and facilitates the participation of lay members to assist in the worship service.

B. Pastoral

1. Serving with and under the lead of the Shepherding Pastor, assists in contacting members of the congregation who are hospitalized, who have a death in the immediate family, and/or who are experiencing emergency or crisis situations.
2. Serving under the lead of the Shepherding Pastor, assist in pre-marital counseling for those planning marriage.
3. Is available for informal consultation by congregation members by scheduling regular office hours.

4. Teaches regular structured classes targeting specific needs and ages, including a least one high school catechism class.
5. Engages in regular prayer for individual and congregational needs. Seek daily God's guidance through intensive study of God's Word and other relevant reading.

C. Administration

1. Supports and works closely with the Director of Ministry in the administration and execution of the duties associated with this position.
2. Participates with elders in monthly elder meetings.
3. Participate with elders and deacons in monthly council meetings.
4. Works closely with the Shepherding Pastor in the orientation of office bearers.
5. Serves as a delegate to classis and on assigned classical committees as requested.
6. Participates in the community Ministerial Association.

D. Support

1. Supports lay ministries, i.e. Cursillo, TEC, YaTec, etc.
2. Supports evangelism and outreach into all areas of God's world.

E. MISCELLANEOUS CONSIDERATIONS

1. The responsibilities delineated in this position description may be open for review, modification, and change annually or at the discretion of the council and/or the request of the pastor in order to allow for more accurate reflection of the talents and interest of the pastor and to better meet the needs and goals of the church. Any modification or change in the position description, however, is ultimately the decision of the Council.
2. Council approval must be obtained for all preaching and speaking engagements outside our church.
3. The pastor shall receive three weeks of vacation per calendar year.
4. Reimbursement for services shall be based upon the Ministers' Compensation Survey guidelines, which are supplied annually to the churches by the denomination. A committee of the Council reviews the health insurance plan annually.
5. This position will be required to be trained in premarital counseling, using the "Prepare, Enrich" material. The church will assume cost of this training.
6. The Council encourages up to two weeks per year of continuing study and will reimburse for programs which would be beneficial for pastoral ministry.
7. The Worship Pastor is expected to solidly promote Christian education.
8. Preaching shall be Reformed, consistent with the confessions, church order and with an emphasis on ministry, service and growth.
9. At the end of each calendar year, the Executive Team shall arrange for a review of the pastor's work.

Written by: MB

Date Written: April 30, 2010

Approved: May 3, 2010

Revised