



**Position Title:** Pastor

**Position Status:** Full-Time/Exempt

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**Job Summary:** We are seeking a passionate follower of Jesus Christ to provide spiritual leadership to members of Round Oak Baptist Church (ROBC). Someone who has a solid understanding of the foundation of the Christian Faith and who has a strong desire to nurture all persons in the Christian Faith. The Pastor is responsible for watching over the spiritual interests of the church, preaching the Word, administering the ordinances, and assumes responsibility for the welfare and general oversight of the church.

**Principle responsibilities:**

- ❖ Prepare and preach and/or teach in all Sunday morning worship services
- ❖ Lead the church in spiritual development and growth
- ❖ Coordinate with the Deacons for the health and welfare of the church
- ❖ Supervise ministerial staff in fulfilling the mission of the church
- ❖ Delegate and oversee the planning of outreach activities in the surrounding community
- ❖ Provide short-term counseling as needed and/or provide pastoral care through the most effective means possible
- ❖ Perform marriages, funerals, baptisms, etc
- ❖ Regularly lead the congregation in the Lord's Supper or Communion
- ❖ Serve as moderator of the Business Meetings

**Expectations:**

- ❖ Grow the ministries of the Church in dynamic and meaningful ways, both in numbers and in leadership development.
- ❖ Attend worship services and other church activities regularly unless ministry responsibilities are required otherwise.
- ❖ Contribute to and participate in the overall life of ROBC, including joining as a member.
- ❖ Stay informed of current culture, methods, materials, principles, and administration as related to the ministries needed of the congregation.
- ❖ Attend monthly Church Council Meetings, Business Meetings, staff meetings and other meetings, as necessary.
- ❖ Establish relationships within the community to encourage ministry partners.
- ❖ Commit to personal growth in the area of ministry.
- ❖ Maintain regular office hours.

**Skills & Experience:**

- ❖ Exemplary personal lifestyle and a track record of sensitive, strong servant-leadership in one's immediate family
- ❖ Exhibits a personal and growing relationship with God
- ❖ Experience resolving conflict biblically, in a personal or professional capacity
- ❖ Ability to generate new ideas, develop leaders and values a team concept of ministry
- ❖ Exhibits a sense of calling and passion for working with people of all age groups
- ❖ Demonstrates excellent interpersonal skills

- ❖ Maintains a friendly, enthusiastic and flexible team approach while working with congregation members, volunteers, and staff members.
- ❖ Self-motivated leader, capable of casting and imparting vision for ministry
- ❖ Good organizational, communication, teaching skills and the ability to communicate through social media and other computer technology

**Minimum Requirements:**

- ❖ Seminary degree required
- ❖ Five years minimum of ministry experience

**Accountability:** The Pastor will be accountable to the Deacons and Congregation for fulfilling responsibilities as defined in this job description, defining goals, evaluation and communication of concerns related to the position.

For more information visit our website at:  
<https://www.roundoakchurch.org/>