

JOB DESCRIPTION

Pastor of Westhoughton Pentecostal Church

Purpose

The Minister is a person called of God to shepherd the flock of God. He is responsible for the spiritual development and wellbeing of the church. In today's society and culture this involves leadership, pastoral care, and a high degree of organisation. It is not the Minister's responsibility to personally do all the tasks listed below, but it is his/her responsibility to ensure that they are covered and done to a level of competency acceptable to the appropriate authorities. We are looking for someone with a drive for outreach and evangelism (especially among children and young people) and to be able to disciple these people.

Key Tasks and Responsibilities

1. Provide ministry to all sections of the congregation that builds up and develops the stability, unity and maturity of the church. Develop a vision for the church, communicate it effectively, and lead the people in working towards its achievement.
2. Spend time building relationships with the congregation - relationship is key to success.
3. Chair regular meetings with the Church Council in order to manage the church affairs efficiently.
4. Develop a good working relationship with the members of the Church Council to provide effective collective leadership. This role makes him a Trustee with all the implications that carries.
5. Responsible for the overall spiritual wellbeing of the staff team and the Church.
6. Develop departments and, where necessary, launch new departments that allow giftings within the church to operate and moves the church towards the fulfillment of vision.
7. Organise regular meetings with department leaders to progress the outworking of the vision and monitor progress against agreed targets.
8. Provide effective line management and leadership to the staff and volunteers.
9. Motivate, encourage and develop the staff and volunteers to ensure their skills and abilities are released to their full potential.
10. Ensure the church complies with legislation eg Child Protection, Health and Safety, Food & Hygiene etc.
11. Responsible for managing the upkeep of church property.
12. Develop relationships with other churches and organisations towards the outworking of the vision.
13. Maintain a current knowledge of the church finances and budgets and ensure the church complies with statutory financial requirements. He is not a church signatory of the finances.
14. Overall responsibility for teaching, worship, pastoral care and prayer.

Reporting Line

Reports to the Church Council.