

East Richland Evangelical Friends Church

67885 Friends Church Road

St. Clairsville, OH 43950

(740) 695-0971

SENIOR PASTOR JOB DESCRIPTION

I. Position Title: Senior Pastor

II. Reporting Relationship: Senior Pastor reports directly to the current Senior Pastor, with the intent to transition the current Senior Pastor into his retirement role within 12 months.

III. Position Summary: The Senior Pastor will collaborate closely with the current Senior Pastor and Pastoral Team in vision/strategic development and will take over the primary responsibility in the day-to-day management of the church. The Senior Pastor will free the current Senior Pastor to devote more time to teaching and mentoring the congregation and to begin the transition towards retirement. The Senior Pastor will be responsible for developing and leading the lay volunteers and leadership. The Senior Pastor will assume the primary management and oversight duties with the professional staff.

IV. Church Logistics: EREFC is a congregationally led church with an appointed Board of Elders. The church is located near St. Clairsville, Ohio, in a non-metropolitan area. Families are drawn from the surrounding area that has a general population of approximately 65,000. The church has an average attendance of over seven hundred on Sunday mornings and a livestream participation of approximately 50 households.

V. Major Duties and Responsibilities:

A. Vision and Strategic Planning

Work with the current Senior Pastor to develop the vision for the church and necessary strategies to carry out that vision. The Senior Pastor will be responsible for creating the work plans thru staff necessary to accomplish that vision.

B. Ministry

1. Work in conjunction with the Spiritual Life Commission, as an asset, to develop programing and content for the Men's, Women's and Primetimers ministries.

2. Special events including evangelism.

3. Recruit leaders and laypersons.

4. Spiritual mentoring.

C. Preaching

Prepare and give sermons that are Christ centered, Gospel focused, Biblically based, and call people to a personal saving relationship with Christ. Thus, encouraging a culture of small-groups producing devoted

disciples committed to the Great Commission of Jesus Christ (Matt 28:18-20). The Senior Pastor will preach on a regular rotating schedule with current Senior Pastor.

D. Teaching

To keep the Gospel central to the mission and purpose of EREFC, senior pastor will prepare and give motivating lessons to inspire various groups within the congregation.

E. Special Projects

The Senior Pastor will empower the pastoral team and the church family to undertake special events to reach the lost and broken with the Gospel of Jesus Christ.

F. Membership

1. Oversees and collaborates with staff to develop and implement the new members' integration process into the fellowship and spiritual programming of the church.
2. Develops, implements, and oversees the visitors' integration process into the fellowship and spiritual programming of the church.

G. Public/Community Relations

1. Work with Administrator to develop public relations and advertising for the church.
2. Work with Administrator to create and implement community relationships, including special events that bring the name and love of Jesus Christ outside the four walls of East Richland Evangelical Friends church.

H. Management

The Senior Pastor will be accountable for the following management duties:

1. Responsible for the management and performance of the professional staff.
2. Establish goals and training for the ministerial staff as well as conduct performance evaluations.
3. Attend commission meetings when needed.
4. Attend all Elder, Administrative Council, and Congregational meetings as well as Friends Annual Conference/Yearly Meeting.