

Lead Pastor Position Description

POSITION: Lead Pastor, St. Paul Lutheran Church and School, Aurora, Illinois

ACCOUNTABLE TO: The Lord Jesus Christ, the Board of Directors and the Congregation

PURPOSE: To serve the church and its ministries by providing spiritual leadership, pastoral care, strategic ministry planning/outreach and execution to the congregation, with a broad program of Christ-centered worship, music, preaching, teaching and fellowship, and to enable the church and its ministries to grow and carry out the Great Commission.

Primary Duties and Responsibilities:

1. To administer the inspired Word of God in its full truth and purity as recorded in the Sacred Scriptures of the Old and New Testaments and as set forth in the confessional writings of the Evangelical Lutheran Church as found in the Book of Concord;
2. To administer the holy Sacraments in accordance with their divine institution;
3. To be the Spiritual and Theological leader of the Church and its ministries.
4. To perform pastoral functions in an evangelical manner; to aid, counsel and guide members of all ages and social conditions; to visit the sick and the dying; to admonish the indifferent and the erring.
5. To faithfully hold the spiritual welfare of the members of the congregation as a high priority.

6. To promote and guide mission activity of the congregation focusing both on the local community as well as to all nations.
7. In collaboration with the Executive Director and Board of Directors, to Develop, implement and execute a strategic Outreach Ministry Program to the local community, with an emphasis to bring the Good News of our Lord and Savior Jesus Christ to the lost in Aurora and surrounding area.
8. To provide clear and concise vision of the Ministry and Outreach Goals to and work with the Executive Director for successful implementation.
9. To continually work with the various Pastors, Executive Director, Church Staff, School Staff, Board of Directors and Lay Leaders to strive to increase the membership and involvement in the ministries to ensure their perpetuity.
10. To be a resource to the various boards of the congregation as they develop goals.
11. To serve as an example to the congregation by endeavoring to live in Christian unity with the members of the congregation, fellow workers, and sister congregations in the Synod.

Additionally the Lead Pastor shall:

1. Provide vision for the congregation and all its entities as it seeks to provide dynamic ministry for the members of the congregation, the community and the world.

2. Supervise the work of pastoral and other staff providing leadership, guidance and encouragement while at the same time, in a spirit of love, requiring accountability.
3. Encourage and nurture the spiritual development and beliefs of the congregation through regular teaching of the Bible and its application to life.
4. Evaluate the evolving needs of the congregation and work to strengthen the present program and to seek possible new ministry initiatives guided by those needs.
5. Administer the program of the church by conducting regular staff meetings for planning and sharing information.
6. Provide pastoral counseling in times of crisis and minister to the sick, dying and bereaved.
7. Conduct weddings and funerals, providing appropriate preparation and support.
8. Supervise the communication of the program of the St. Paul Lutheran Church and its ministries to the congregation by:
 - Contributing, writing for and editing the weekly bulletins:
 - Contributing, writing for and editing for the production of newsletters;
 - Contribute to and actively engage in the Social Media Outreach platforms of the Church, School and other ministries.
9. Participate in the selection of church officers and provide officer training.
10. Attend board meetings as a resource and for informational purposes

11. Schedule necessary time for study, preparation and planning in order to develop and maintain a high level of spiritual growth.

12. Other duties as determined in consultation with the Board of Directors.

Required Qualifications:

1. Ordained Pastor in the Lutheran Church Missouri-Synod in good standing with the LCMS.
2. Successful graduate of the Seminary. Applicant must possess a Masters of Divinity Degree (M.Div).
3. Minimum of five years of successful ministry work in a Pastoral role at another LCMS church.