

Community Baptist Church, Kodiak

Pastor Job Description

The Pastor is responsible for proclaiming the gospel of Jesus Christ; conducting worship services; engaging in pastoral care; and for providing administrative leadership in all areas of the church. The Pastor is employed full-time, works with, and is accountable to the Executive Board.

Responsibilities and Duties:

1. Worship

- Prepare sermons and conduct/lead worship services.
- Work with the Worship Committee to strive for a creative worship environment.
- Engage with and lead the congregation with programs to fulfill the Great Commission.
- Administer ordinances of baptism and the Lord's supper.
- Officiate at weddings and funerals.

2. Teaching

- Teach Bible Study and membership classes and cultivate home groups.
- Demonstrate and lead effective ways to witness, evangelize and disciple.
- Equip members for ministry including preparation for Sunday School teaching, home group leadership and engagement in the Church's leadership structure.

3. Pastoral Care

- Advance the spiritual welfare of the Church via clear communication (e.g., announcements, bulletins, newsletters, etc.).
- Provide Pastoral support for individuals, couples, families and/or groups in the church, in homes, hospitals or nursing care facilities.

4. Church Development

- Provide leadership in establishing and fulfilling CBC's vision and mission and developing the strategic plan.
- Identify and encourage church outreach.
- Engage with and encourage new ministry opportunities.
- Support other local ministries including but not limited to KBM and Camp Woody.

5. Professional Development

- Identify and participate in professional development opportunities.
- Identify and participate in personal spiritual development opportunities.

6. Administrative Engagement

- Adhere to the CBC Constitution and Bylaws
- Cooperate with and attend to associated state-wide denominational matters of mutual interest and concern.
- With the Executive Board, prepare job descriptions for all church staff.
- Supervise all church staff.
- Serve as a voting member on the Executive Board on all matters with the exception of those concerning Pastoral performance or salary.