



Bright Side Baptist Church located in Lancaster, PA has begun the process of seeking the man/woman of God who has been preparing to assume the pastoral leadership of the church. Please reflect on how the key qualities and responsibilities that we have listed may align with your pastoral calling. If there are duties that you see as outside your skill set, or if there are parts of ministry that you feel called to that do not appear on the list, we would ask that you share those areas with the search committee. Our goal for including our job description is to be as transparent as possible about the envisioned role of the future senior pastor, while still leaving room for adjustments based on the specific gifts and calling of our new pastor.

## **PRIMARY RESPONSIBILITIES**

### **Ministry**

- Responsible for all aspects of the spiritual well-being of the congregation to include outreach, discipleship, and Christian education with Christianly love.
- Ensures the vision and mission of the church is maintained.
- Oversees all the ministries of the church by serving as chairperson of the ministry centers' leadership team.
- Oversees worship services, and is responsible for preaching bible-based and doctrinally sound sermons, and supplying the pulpit with other ministers who practice the same principles.
- Responsible for teaching and encouraging tithing and giving God's way.

### **Administrative Duties**

- Head of the administrative body.
- In conjunction with the Trustees and Finance Committee, is responsible for the development and implementation of the church budget.
- Manager of the paid church staff.
- Along with the Deacon Board and Ministry Center leaders, ensures that the church is adhering to the Bible and the by-laws set by Bright Side Missionary Baptist Church. This includes dealing with conflicts within the church and any discipline issues that may arise.
- Moderates all church-wide meetings including the leadership and annual business meetings. The senior pastor should have basic knowledge of business and finance.

### **Counselor**

- Responsible for counseling members or ensuring those members have faith-based counseling services.
- Lead or make available sessions focusing on premarital advice, marriage, and divorce as needed by the congregation.
- Visit the sick and shut-in during times of need.
- Visit and counsel persons who are incarcerated.
- Provide a compassionate shoulder for the bereaved during their time of grieving.

## **OTHER RESPONSIBILITIES**

The senior pastor must exercise sound judgment to deal with any situation that concerns or threatens the well-being of the congregation or the church. Additionally,

- Attend to his or her own personal spiritual health and development.
- Officiate over weddings and funerals.
- Serve as the church's representative outside of the church, and be involved in community affairs such as civic club memberships, attendance at civic and cultural events, or other appropriate venues.
- Have a designated seat on the Bright Side Opportunities Center's board of directors.

## **PERSONAL QUALITIES**

- **Good communicator** - must be an effective communicator from the pulpit and in one-on-one relationships; must be able to demonstrate the relevance of the Scriptures in daily life.
- **Team builder** - strong leader who encourages and inspires the pastoral staff, church leadership, and the church body to do the work of the ministry; should have a clear vision of the ministry of Bright Side Missionary Baptist Church, and the ability to impart this vision to others; values and demonstrates consensus building.
- **Exemplary life style** - personal life should be an example of integrity, humility, honesty, openness and a reflection of Christian maturity. This will be exemplified in his or her marriage, family, relationships, and church life.
- **Personal accountability** – must be accountable to pastoral staff, official boards, auxiliaries, committees, congregation, the community, and self.
- **Family commitment** - recognize that the first ministry is to the pastor's family, and then to the congregation.
- **Financial responsibility** - manage personal finances in a responsible fashion.

## **QUALIFICATIONS**

- Must be a Christian and an ordained Baptist minister.
- Bachelor's degree from a recognized accredited institution required; Master's degree in religious studies preferred.
- Served a minimum of 5 years as a pastor.
- Proven verbal and written communication skills.
- Proven knowledge of non-profit finance.
- Proven knowledge of technology and media; experience with social media preferred.

## **HOW TO APPLY:**

Please send your cover letter, resume, and educational transcript(s) to **Pastoral Search Committee**, Bright Side Baptist Church, 515 Hershey Avenue, Lancaster, PA 17603 or via e-mail to [bsbcsearchcommittee@outlook.com](mailto:bsbcsearchcommittee@outlook.com). Completed applications must be postmarked or received electronically by **11:59 p.m. September 30, 2017**.