

POSITION: PASTOR

ACCOUNTABLE TO: CIRCUIT COUNSELOR, ELDERS

PURPOSE: To serve Peace Lutheran Church by providing spiritual leadership, pastoral care, administrative oversight, and organizational leadership to the congregation, with a broad program of worship, music, preaching, teaching, and fellowship.

PRIMARY DUTIES AND RESPONSIBILITIES:

- To administer the Word of God in its full truth and purity as contained in Holy Scripture, and as set forth in the confessional writings of the Evangelical Lutheran Church as found in the book of Concord. The primary duty of the Pastor is in accordance with ACXIV – “To preach, teach, and rightly administer the sacraments.” All other duties are subservient to these.
- Plan and lead Worship, as well as administer the sacraments for the Church unless other arrangements are made due to vacation, illness, or planned absences.
- Oversee all aspects of worship, including selecting appropriate hymns and special music, liturgical issues, and scripture readings.
- Support meetings of the Elders, Board of Ed, and Church Council as required, to clarify and provide input on congregational vision, goals, and strategy.
- Evaluate the evolving needs of the congregation, working to strengthen existing volunteerism, and programs. Work with Church volunteers to implement additional programs as required. Lead and inspire Church Boards and members of the congregation in the development and effective operation of established programs.
- Supervise the work of staff members, meeting with them regularly, and providing leadership to them in the areas of goal setting, performance improvement, and accountability.
- Oversee the communications of the church by:
 - Overseeing preparation of weekly bulletins
 - Overseeing production of newsletters
 - Writing press releases and other public communications as required.
- Oversee the education program of the church, including Bible studies, Sunday school, and School of Religion. Lead Sunday morning Bible study and teach confirmation class.
- Aid, counsel, and guide members of all ages and social conditions. Visit the sick and dying, and admonish the indifferent and the erring.

- Conduct weddings and funerals, providing appropriate preparation and support to the services and the affected family.
- Support the Church Boards, as necessary, in recruitment, motivation, and training of youth and adult leaders.
- Schedule necessary time for personal devotion and study to maintain a deep level of spiritual knowledge and growth.
- Conduct adult instruction for new members as required.
- Work with the congregation officers to build unity around a common vision for the congregation.
- Provide input on administrative matters of the Church as required.