



Senior Pastor Job Description

Job Title: Senior Pastor

Location: First Baptist Church - Elgin, Iowa

Position Overview

The ideal candidate for the Senior Pastor at Elgin First Baptist Church (EFBC) will be a spiritually mature leader who has a personal relationship with Jesus Christ as his Savior and Lord. He will have an unwavering commitment to biblical teaching, a zeal for sharing the Gospel, and the desire to equip believers to be disciples of our Lord Jesus Christ.

The Senior Pastor is primarily responsible for leading and shepherding the congregation of EFBC through the preaching and teaching of God's Word as well as providing spiritual leadership for the overall ministry and operations of the church.

Qualifications and Competencies

The Pastor who meets the qualifications for this role will:

- Meet the qualifications for overseers and elders as delineated in 1 Timothy 3:1-7 and Titus 1:6-9.
- Hold a Master of Divinity Degree (MDiv) or Master of Theology (ThM). (Experience in ministry will be considered as an alternative.)
- Ordained (or willing to be ordained) in order to officiate weddings.
- Be a person of integrity whose behavior is consistent with his beliefs.
- Exhibit strong interpersonal skills including active listening, clear communication, and propensity for conflict resolution.
- Possess strong public speaking skills.
- Demonstrate excellent written & verbal communication skills.
- Possess extensive biblical knowledge and the ability to effectively teach God's word in large group, small group, and one-on-one settings.
- Have strong leadership skills including the ability to:
 - take initiative;
 - set goals and objectives; and
 - work collaboratively with others.

Responsibilities

The Senior Pastor is responsible for the following.

- **Preaching & Teaching:**
 - Preparing and preaching expository sermons that ensure doctrinal integrity, are relevant, and promote spiritual growth for all church worship services held at or by EFBC.
 - Providing biblical teaching in various formats, including but not limited to: adult Sunday school, Bible studies, discipleship ministries, and other educational programs.
 - Preparing for, and conducting, wedding and funeral services.
 - Administering the ordinances of baptism by immersion and communion.

- **Shepherding and Pastoral Care:**
 - Coordinating with the Deacons on visits to the sick, hospitalized, and homebound.
 - Navigating church discipline issues in cooperation with the Deacons.
 - Counseling individuals, couples, and families in spiritual matters.
 - Fostering a consistent prayer ministry within the church.
 - Offering consistent prayer, encouragement, and support to members of the congregation.

- **Spiritual Growth & Discipleship:**
 - Fostering a culture of discipleship within the congregation by promoting (and modeling) active participation in Bible study, prayer, service, and other spiritual disciplines.
 - Mentoring and developing future leaders within the church.

- **Administration:**
 - Managing church operations, including coordination of worship services, special events, and ministry functions in collaboration with Deacons and other church staff & ministries.
 - Overseeing church communications and ensuring that church activities and teachings are effectively communicated to members and the community.
 - Aligning processes with church policies and procedures as indicated in the Church Constitution.
 - Meeting consistently (weekly and/or monthly) with the Deacon Board, the Advisory Board, and ministry staff.
 - Collaborating with leadership of the praise & worship team on music for worship services, including communicating the order of services and music needed for special events.

- **Leadership & Vision:**
 - Collaborating with church leadership on strategic planning, financial planning, and church governance.

- Working closely with church leadership to develop, communicate, and promote a clear vision for the church's mission and ministry, both locally and globally.
 - Overseeing church staff, volunteers, and ministry leaders.
 - Fostering a culture of collaboration and unity within the congregation.
 - Supporting and participating in the activities and ministries of the NAB Upper Mississippi Region.
 - Collaborating with the Deacons to identify leadership for the church as well as develop and maintain a leadership development plan.
 - Developing an annual ministry plan with measurable goals and objectives.
 - Providing monthly progress reports.
 - Serving as ex-officio member of all boards and committees.
- **Evangelism & Outreach:**
 - Leading the church's evangelistic outreach to the community through the sharing of the gospel and engaging with the local community.
 - Modeling, encouraging, and equipping the congregation to actively participate in evangelism and service to the community.
 - Working with the Missions Committee to foster encouragement, prayer, personal contact, and financial support of the missionaries supported by the church.
 - Serving as a bridge-builder within surrounding communities, developing positive relationships with community and educational leaders and regularly attending and/or participating in community events.
 - Building relationships with local spiritual leaders and churches to collaborate in ministry and community service to share the gospel.
 - Being present consistently at church events and activities.

Accountability

The Senior Pastor will be accountable to the Deacon Board and adhere to:

- the North American Baptist Conference (NAB) Code of Ministerial Ethics,
- the EFBC Statement of Faith,
- and the EFBC Church Constitution.

The Senior Pastor will also provide regular reports and copies of his sermons for review when requested.

Compensation & Benefits

- Salary will be determined based on experience and qualifications.
 - Benefits are available.
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How to Apply:

Interested candidates are invited to submit a completed job application, cover letter, resume, and references to fbc@elginfirstbaptist.org (attention Pastoral Search Team). Please include a link to any recent sermons you have available also. Applications will be accepted until the position is filled.