

**Bentheim Reformed Church**  
**Lead Pastor**  
**Job Description**

Revised September 12, 2022

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**Purpose**

The lead pastor of Bentheim Reformed Church (BRC) exists to serve the congregation and Christ's Church. The lead pastor's primary purposes are: 1) to walk with Christian integrity, portraying a positive example of Christian living, serving as a role-model to the church, the staff, and the Consistory; 2) to lead the congregation in the direction of God's vision for our congregation; 3) direct the Consistory in appropriate leadership; and 4) to help manage the staff of BRC in their duties, with support and direction from the Executive Committee.

**Requirements**

The lead pastor of BRC must be committed to a life in, and dedicated to, the Word of God. They should be an ordained minister who has a passion for God's people, the Church, and for the Gospel to reach all those outside of the Church. As an outgoing and personable leader, our desire is that they would connect well with our community and be willing to get involved in community life.

**Responsibilities**

- 1. Worship** – The lead pastor of BRC will have the leading role in the worship services of the congregation.
  - a. The lead pastor needs to be a person who spends much quality time each week in study and prayer.
  - b. The lead pastor will be BRC's primary worship leader, engaging the congregation each week in worship and preaching at our Sunday services. Other than during vacation and educational leave, the lead pastor's presence is an important part of BRC's worship, and for special services and special events. Exceptions to this that are agreed upon by Consistory are appropriate.
  - c. The lead pastor will work closely with the worship committee in developing and evaluating the content, order, and participants of our services, for the benefit of the congregation.
  - d. The lead pastor will be the primary officiant at baptisms, professions of faith, weddings, and funerals, unless other outside pastors are specifically requested for valid reasons.
  
- 2. Pastoral Care** – The lead pastor of BRC is responsible for ensuring that appropriate pastoral care is provided to the congregation, and those involved in the life of BRC.
  - a. The lead pastor of BRC is an important part of pastoral care. Along with the Elders, they will make sure that all members, adherents, and families within BRC are regularly receiving pastoral care, with particular attention given to those in the hospital, hospital follow-up, shut-ins, and nursing home situations.
  - b. In collaboration with the Elders, the lead pastor will ensure that communion is brought to those who have been unable to participate in the congregation's communion celebrations.
  - c. The lead pastor will ensure that there are opportunities to meet with people who are seeking counseling.

3. **Outreach and Missions** – While outreach and missions are primarily the responsibility of the Outreach/Mission Committee, the lead pastor should be available to advise those leaders when needed.
  - a. As well as advising, the lead pastor will also strive to participate in some outreach ministries. In particular, they are encouraged to support and be involved in the Kid's Hope mentoring program. They will also involve themselves in the Bible Release Time program.
4. **Christian Education** – While Christian Education is primarily the responsibility of the Christian Education Committee, the lead pastor should be available to advise those leaders when needed.
5. **Administration** – The lead pastor of BRC will be a facilitator in the day-to-day functions of the church.
  - a. The lead pastor will serve as the president of the Consistory. They will serve as the chairperson of the meetings of the Elders, Consistory, and the congregation.
  - b. With the Executive Committee, the lead pastor will work to prepare agendas and execute the will of the Consistory in an appropriate manner.
  - c. With the Consistory, the lead pastor will help plan and preside over congregational meetings.
  - d. The lead pastor will conduct bi-weekly staff meetings with the members of the BRC staff.
  - e. The lead pastor will meet purposefully with all BRC staff members to serve as an encourager and casual mentor.
  - f. The lead pastor and Elders will maintain the church's membership records.
6. **Relationships**
  - a. The lead pastor of BRC must be able to maintain harmony with and within the Church. They should be able to maintain confidentiality in sensitive matters and strive to conduct themselves in a professional manner with all whom they come in contact. The lead pastor is responsible for acting with appropriate decorum and humility, submitting to the authority of the Consistory, and maintaining open lines of communication, should difficulties arise.

### **Review**

There will be an annual job performance review provided for the lead pastor. This review will be conducted by the Executive Committee and is meant to be an opportunity for encouragement, accountability, and feedback concerning the work and spiritual well-being of the pastor.

### **Compensation**

BRC will provide compensation and care for the physical and material needs of the lead pastor, in keeping with current compensation guidelines.