

## **Bethlehem Baptist Church Pastor Job Description**

Bethlehem Baptist Church is prayerfully seeking a full-time pastor to serve its congregation. The church is located in the Aquadale community of rural Stanly County. Our church is a Southern Baptist church and is a member of the Stanly-Montgomery Baptist Association.

The Pastor is responsible to the church for proclaiming the gospel of Jesus Christ, for using his skills in administrative leadership, for engaging in pastoral care ministries to meet the needs of persons in the church and in the community, and to act as the administrator of the church.

### **LEADERSHIP:**

The Pastor will be the spiritual leader, teacher, and overseer of our congregation. His leadership style must be evident both in spoken word and in lifestyle. He will work with the Deacon Body to ensure that we fulfill the mission purpose of our church. He will lead the Church in planning and implementing the total program of the church. He will work with committees, as needed, to provide clear and consistent leadership.

### **WORSHIP:**

The Pastor will be responsible for planning all worship services. His goal will be that all services will be biblical and meaningful to the congregation. He will evaluate all worship services, continually seeking to meet the spiritual needs of our worshippers. He will plan and lead the church in observance of the church ordinances. He will conduct funeral services and wedding ceremonies, as he is able. He will also serve as moderator for Church Conferences.

### **PREACHING:**

The Pastor will be responsible for filling the pulpit every Sunday. During planned absences he will make arrangements for coverage. His sermons are expected to be edifying and evangelistic. As a priority, he will set aside adequate time in the workweek for prayer and study so that he will be prepared to preach.

### **PASTORAL CARE:**

The Pastor will lead our church in a caring ministry. He will make a special effort to care for those who are facing a life crisis such as grief, sickness, family turmoil, and vocational problems. He, with the assistance of the deacons, will see that all hospitalized and homebound members are visited. He will seek to meet with members who request his attention and strive to build relationships with other members.

### **OUTREACH:**

The Pastor will lead our church in an outreach ministry to our community. He will involve other members in an intentional plan of outreach. He will report outreach goals and results to the deacons on a quarterly basis. He will make sure that all guests are contacted in a timely manner. As his time permits, he will seek to personally visit with guests who request a meeting.

#### BUDGET:

The Pastor will participate in all matters dealing with the budget. He will work closely with the Financial Secretary and Treasurer to make sure we are handling all processes in a legal and timely fashion.

#### MISSIONS:

The Pastor will lead our church to be involved in mission work in our community and in other areas as opportunities permit. He should participate in local church mission projects when possible. He will encourage members to be involved in Missions.

#### EDUCATION & TRAINING:

The Pastor is encouraged to participate in training opportunities each year that will improve his ministry skills. He will encourage church members to obtain needed training to equip them for ministry. He will seek to train church leaders through seminars and special classes. Special attention should be given annually to deacon training.

#### COMMUNITY RELATIONS:

The Pastor shall serve as an ambassador of the church in our community. He will seek to be involved in the community, striving to enhance the witness of our church.

#### ADMINISTRATION:

The Pastor is the chief administrative officer for the Church. He will make sure all documents (bulletins, newsletters, etc.) are published in a timely and accurate manner. He will review church records on a regular basis for accuracy. He will be responsible for all communications with the local, state, and national boards.

Salary is negotiable depending on education and experience.

The position does include a 3 bedroom, 2 bath, brick parsonage.

Please include a digital video sermon, if possible, with your resume.

Send resume or questions to the attention of:

Bethlehem Baptist Church  
Attn: Pastor Search Committee  
32270 Bethlehem Church Rd,  
Norwood, NC 28128

Or submit via email:

[bethlehembaptist28128@gmail.com](mailto:bethlehembaptist28128@gmail.com)