

April 2009

GEORGETOWN PRESBYTERIAN CHURCH
SENIOR PASTOR JOB DESCRIPTION

The Senior Pastor serves as minister of the Word and Sacrament at Georgetown Presbyterian Church ("GPC") and is the senior member of the church staff. In meeting these responsibilities, the Senior Pastor is expected to exercise pastoral, administrative and representational leadership within the church organization and serves the needs of GPC as identified in this job description. The Senior Pastor is of strong faith, dedicated discipleship and love of Jesus Christ as Savior and Lord. The Senior Pastor's life should demonstrate the Christian gospel in the church and the world, by example leading members also to live the fullness of the Gospel.

EXPECTATIONS: Our expectations are that with a deep and abiding Scripture based faith in God, maker of heaven and earth, and in Jesus Christ our Savior, the Senior Pastor, with confidence and patience, will lead, instruct and encourage us as individuals and a congregation to develop and nurture the community that comes from being of the body of Christ and to participate actively in God's redemption story for each of us, GPC and the community in which we live.

RESPONSIBILITIES

1. Pastoral and Spiritual

The Senior Pastor is responsible for studying, preaching and teaching the Word, for administering Baptism and the Lord's Supper, for praying with and for the congregation. Together with the Associate Pastor and the elders, the Senior Pastor is to exercise pastoral care and to participate in governing responsibilities, including leadership of the congregation and in implementing the strategic direction developed by the Session for the congregation's growth in the knowledge and understanding of Christ's redemptive love for the world in which the individual and congregational body live.

In particular, the Senior Pastor's responsibilities include:

- (a) To plan and lead the various worship services of the church;
- (b) To proclaim God's Word clearly and truthfully in expository teaching of the scriptures and in demonstration of the Spirit in order to nurture the congregation's faith -- based on the power of God and not the conventional wisdom of the world;
- (c) To spend the necessary time in study and prayer in preparation for the proclamation of God's Word, teaching and administration;
- (d) To administer the Sacraments, working with the Worship Committee of the Session;
- (e) Together with the Associate Pastor and the elders, to visit the sick in homes and hospitals and the shut-in and to contact prospective members, inviting them into the community of the church;
- (f) To provide spiritual direction and encouragement to individuals, as well as crisis or short-term counseling;

- (g) To provide for a program that will build up the community as Christ's body, as a continuation and not as a substitute for the service and preaching of the Word, and to teach as appropriate.
- (h) To perform marriages approved by the Session and arrange pre-marriage counseling; and
- (i) Together with the Associate Pastor, to officiate at services for the dead, attesting to the joy of the gift of eternal life.

2. Administration

(a) The Session.

- (i) To develop and strengthen the organization of the Session and the effective leadership of the elders; and
- (ii) To minister and disciple the elders, enabling and encouraging each in her/his leadership role in the congregation.

(b) The Staff

- (i) To serve as senior member of the Staff and as head of staff, supervising and coordinating all work of other members of the staff.
- (ii) To manage the day-to-day administration of the staff and ministry of GPC under the authority of the Session.

3. Representation in the Presbytery and the Community

- (a) To attend meetings of the Presbytery and to provide leadership to the Presbytery in all areas of its work.
- (b) To represent GPC in the Washington, DC, metropolitan community, looking for opportunities to develop relationships with other pastors and other leaders in the community – all in the context of encouraging and supporting GPC in fulfilling its responsibilities under the Great Commission.