

## **ALL SAINTS PRESBYTERIAN CHURCH | INDIVIDUAL JOB DESCRIPTION**

POSITION: Senior Pastor  
SUPERVISED BY: Session/Presbytery

### **PURPOSE**

The Senior Pastor shall be called in accordance with the Book of Church Order and shall be the leader of the church in all its activities. He will serve as Moderator of the Session and as an ex-officio member of all Session committees.

He has the spiritual oversight of the congregation and is responsible for dispersing the manifold grace of God and the ordinances and sacraments instituted by Christ. He will preach and teach from the Holy Bible, the Word of God. He will preach the Gospel of Jesus Christ to the lost and unsaved that they through faith may claim Christ as their Lord and Savior. He will preach the Gospel of Jesus Christ to the re-born that they may grow in their Christian experience.

He is responsible for the implementation of the policies, programs, and mandates of the Session covering the entire ministry of All Saints Presbyterian Church.

### **DUTIES/RESPONSIBILITIES**

#### **Preaching, Teaching, Prayer and Worship (40-50%)**

- Faithfully prepare and deliver gospel-centered, biblically faithful sermons
- Administer the sacraments
- Lead in congregational worship and provide direction and creative input to the worship service
- Engage in on-going education and development to continue to develop as a preacher and steward of the Gospel
- Read and interact with others regarding important theological issues
- Teach at other appropriate opportunities
- Conducting and coordinating weddings and funeral
- All of this work undergirded with prayer

#### **Pastoring (20-30%)**

- Effectively shepherd the staff, elders, and members of ASPC by seeking to turn people into Christ-centered worshippers in all areas of life
- Develop lifestyle of prayer that encourages a culture of prayer at ASPC
- Meet with key leaders to shepherd/care for them
- Visit the sick, needy, and other congregants
- Engage in shepherding the flock by counseling, guiding, referring, and intervening when appropriate
- Mentor and help develop leaders within the church

#### **Leading/ Administration (10-20%)**

- Set the direction and spiritual quality of the church ministry, as approved by the Session, through example, prayer, guidance, and his god-given gifts and expertise
- Take responsibility for shaping and guarding the vision of ASPC
- Set the administrative direction for the church as a whole, developing and establishing working policies and procedures, as approved by the Session, and see that they are carried out by staff members under him
- Serve as Moderator of the Session
- Direct, develop, shepherd and supervise the staff directly that report directly to him
- Review of staff annually and on an ongoing basis
- Coordinate and help guide and direct all committees directly or indirectly

#### **Other responsibilities (5-10%)**

- Attend to Presbytery responsibilities and duties
- Present annual report
- Engage in the community of pastors in Austin