

Arnaud Mennonite Church (AMC)

Job Description - Pastor

1. Spiritual Attributes

The pastor shall be a Minister of the Gospel who is or is able to be credentialed by Mennonite Church Manitoba. S/he shall have spiritual leadership qualities (1 Thess. 2:4; 1 Tim. 3:2-7, 4:12-16; Titus 1:7-9, 2:7-8) and, in particular be filled with the Spirit, worthy of respect, sincere, wise and maintain a lifestyle consistent with Christian/Anabaptist principles.

2. Personal Attributes/Qualifications

- a) a deep personal faith in Jesus Christ and a mature Christian character
- b) a passion and vision for Christ, His teachings, and the work of our Church
- c) an ability to relate to and communicate easily and naturally within and beyond our congregation
- d) a commitment to an Anabaptist understanding of faith
- e) organizational and leadership skills

3. Primary Responsibilities

Worship

- Together with the Worship Committee, set a vision for Arnaud's worship experiences and oversee the planning of all aspects of worship services at AMC
- Shape and coordinate worship series and services
- Create and communicate worship orders/flow
- Develop and implement appropriate experiences both visual and auditory to engage the congregation in worship.
- Call and develop persons in various aspects of worship leadership
- Give leadership in planning special services (baptism, communion, etc.)

Preaching

- Study the chosen scriptures and/or themes and develop possibilities for various sermon series.
- Set up the preaching schedule.
- Preach 10 sermons per quarter (one Sunday off per month)
- Preach at special services as needed
- Invite, recruit and mentor lay persons to fill occasional preaching slots
- Invite guest speakers as needed.

Youth / Young Adults

- Plan and create opportunities for Youth and Young Adult events; this may involve recruiting a few church members to help

Pastoral Care

- Pray for the Church Body and for individuals within the body
- Offer and insure healthy pastoral care; referring people to a counselor when appropriate
- Visits: both relationship building visits and crisis (need based) visits (physical, emotional, relational or spiritual needs)

- Marriage preparation sessions and weddings
- Funeral services and assisting persons deal with grief
- Serve as a mediator or arrange for mediation when relationships are frayed.

Community Engagement

- Seek to build connections with those who live in and around the community of Arnaud
- Encourage and assist the congregation to plan events and opportunities for AMC to impact / bless and connect with the community.

Transitions

- Arrange classes for those who wish to be baptized or who wish to join our membership via transfer.
- Process membership applications as well as membership transfers
- Maintain Church Records

Leadership

- Assume primary organizational and supervisory responsibility for the ministries of the church; delegating and overseeing as appropriate
- Listen to congregational concerns, identifying needs, encouraging and guiding congregational vision and discernment
- Coach, mentor, and support lay leaders within the congregation

Administration

- Do preparatory and follow-up work for Church Council and Membership meeting decisions
- Look after the preparation of the weekly bulletin
- Maintain a copy of minutes and official records.

4. Committee Involvements

- Meetings with Church Council co-chairpersons (as necessary)
- Church Council meetings (monthly and as required)
- Worship Committee meetings (as required)
- Other Church Committees - the Pastor is an ex-officio member of all committees and can attend or be invited to attend as necessary and as appropriate.

5. Wider Church and Community Involvements

The Pastor shall have wider Mennonite Church and community involvements, as appropriate and agreed upon.

6. Personal Life

The pastor should take time for family, for study, prayer, professional and personal growth

7. Accountability

The Pastor is accountable to and reports to the Church Council.

February 15, 2022