

The Oaks Baptist Church

theoaksbaptistchurch.com

Job Description: Pastor (Full-Time Position)

Introduction

The position of Pastor at The Oaks is a very important ministry available in and through our church. This position is responsible for the organization and implementation of the church's vision and spiritual growth. It is currently a full-time position.

Position Description

The Pastor will work closely with the worship team to provide opportunities for spiritual growth for the congregation. His/her accountability will be to the Personnel Team. He/she will organize the worship team. He/she will be responsible for the sermon theme ensuring the administrative assistant and the worship team are informed in a timely manner in order to coordinate and plan worship each week.

Primary Functions

The following is a general list of the basic duties of the Pastor:

- Develop a plan to include evangelism, discipleship, fellowship, worship, and ministry for the members of The Oaks.
- Follow the liturgical year and lectionary.
- Oversee paid church staff supervising and evaluating the tasks assigned to each.
- Lead the church through the Lord's Supper and Baptism.
- Conduct counseling sessions, perform wedding ceremonies and conduct funeral services.
- Work in partnership with the deacon servants to lead and to minister to those who are hospitalized and grieving.
- Exemplify evangelism efforts, personally, through preaching, visitation, networking with other churches, and other community outreach efforts and opportunities.
- Serve to recommend and advise teams as an ex-officio member.
- Communicate with the members through articles in the monthly church newsletter, church blog, bulletins, and worship services.
- Support youth in their school setting, time permitting.
- Adhere to the Church Bylaws and Policies and Procedures adopted by the church.
- Maintain a vital and wholesome personal relationship with the Lord through daily Bible study and prayer.
- Participate fully in the life and activities of the church.
- Continually evaluate the ministry of the church.

Job Skills & Requirements

In addition to passing a criminal background check as a condition of employment, the Pastor must:

- Practice and support the Cooperative Baptist Fellowship, both Global and Georgia.
- Possess a college degree and a seminary degree.
- Possess effective communication skills, written and oral.
- Be inclusive of all individuals.
- Demonstrate strong leadership and organizational skills.
- Possess a valid driver's license that is in good standing.
- Possess the interpersonal skills needed to relate to a diverse group of people such as pastoral staff, church leaders, members, youth, children, community leaders, and other local church leaders.

The Pastor will, above all, understand and support the Oaks Baptist Church's vision, theology, and be an active part of the activities and fellowship of the church. He/she will possess strong morals and ethical expectations of church leaders/employees, and be able to share his/her faith.

Supervisory Controls

The Pastor is under the direct supervision of the Personnel Team as prescribed in the church constitution and by-laws. Vacation time, salary, and sick leave will be determined by the Personnel Team.

Contact Info:

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