

Second Baptist Church Southwest Washington D. C.

Pastoral Search Committee Job Description

Principle Functions

The Pastor is the spiritual leader for Second Baptist Church Southwest (SBCSW). This role includes preaching the word of God and performing all the scriptural duties of the office. The Pastor with the Official Board is responsible for ascertaining the overall direction God has for SBCSW, communicating that vision to the congregation and soliciting congregational support. The Pastor provides guidance and spiritual leadership in all aspects of ministry, so that the will of God is manifested through significant growth and development in the spiritual life, vision and mission of the church. The Pastor fosters a spirit of fellowship and service amongst the membership of the church, enhancing teamwork and engaging the entire church in the accomplishment of the church's mission.

Pastoral Responsibilities

- To be a licensed Baptist Minister who actively supports the programs and aims of the Church.
- To equip the Church body for service to Jesus Christ through exhortation: teaching sound Biblical doctrine, and preaching biblically accurate messages.
- To oversee all ministerial and pulpit duties, including planning and conducting worship services and preparing and delivering sermons, administering the biblical ordinances of baptism and the Lords supper.
- To conduct counseling sessions; perform wedding ceremonies; conduct funerals.
- To disciple the congregation.
- To visit the sick and convalesce members of the congregation.
- To evangelize, and promote the ministry of evangelism in the Church.
- To serve in a full-time capacity.
- To develop, maintain and nurture relationships with other churches and church related organizations in the community.
- To serve as chairman of the churches Leadership Team to lead in planning, organizing, directing, coordinating and evaluating the church ministries.
- To enable others in the exercise of their spiritual gifts.

- To be the Spiritual leader of the congregation and guide in all matters relating to the Church and programs.
- To follow the Constitution and By-Laws governing the Church.

Administrative responsibilities

- To meet regularly with the Official Board, Deacon Board, Trustee Board, Deaconess Board, church ministries, auxiliaries, and other groups as invited or needed.
- To serve as an ex-officio advisory member of all boards, committees and departments of the church.
- To act as moderator at church meetings. Should be knowledgeable of and practice Parliamentary Procedures, and be capable of teaching them to the congregation.
- To serve as the chief administrator of the paid church staff; supervise the work of the staff.
- To give a written statement of the church at the Annual and other related meetings of the church.
- To represent the church as a delegate at the Progressive National Baptist Convention, and other conference meetings. Is expected to actively participate in PNBC and associated activities.
- To engage all guest ministers or delegate such authority.

Other provisions

To decline to participate in any activity that will hinder him or her from fully performing the duties and responsibilities as under shepherd of the church. However it is expected that the Pastor will receive requests for outside speaking engagements and participation in outside organizations that uphold the word, work and will of Jesus Christ. Outside engagements shall not interfere with the Pastoral obligations to SBCSW.