

**Shuswap Free Methodist Church
Senior Pastor Job Description**

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<u>Category</u>	<u>Process</u>	<u>Time</u>
1) Visionary Spiritual Leadership	<ul style="list-style-type: none">• Establish Future Concrete milestones.• Gain Collective Buy-in.• Pass on Ownership.	30%
2) Mission Implementation	<ul style="list-style-type: none">• Establish Current & Future Strategies.• Resourcing/ Facilitating.• Empowering.	30%
3) Communication	<ul style="list-style-type: none">• LLT, CLT, Policy Board, Society.• Preaching.• Teaching.• Internal & External Communication on a regular and needs basis.	25%
4) Monitor All Systems	<ul style="list-style-type: none">• Outreach Strategies.• Discipleship Track.• Pastoral Care.• Staff. (Lay & Clergy)• Marketing.	15%

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Responsibilities

Measures of Success

1) Visionary Spiritual Leadership

- Written Vision Policy (Short & Long Term)
- 90% Congregational Approval.
- Leaders Developed who are committed to the vision.

2) Mission Implementation

- Implement 5 Current & Future Strategies.
- Personnel, Finances & Facility in place.
- 5 New Leaders Developed.

3) Communication

- Vision shared with members & adherents.
- Preach 3 times per month.
- Teach 2 bases.
- lead 1 small group.
- Internal & External Communication on a regular and needs basis.

4) Monitor All Systems

- 8 New families introduced to the Church.
- 60% involvement in Small Groups & Around the Bases.
- Pastoral care on a needs and regular basis.
- Weekly/Monthly staff meetings.
- Monthly Community advertising.

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Strategies

Calendarized

1) Visionary Spiritual Leadership

- | | |
|--|------------------------|
| A) Establish future concrete milestones | Oct/98, Kilarney |
| 1) Formulate personal vision | |
| 2) Present personal vision to policy Board for further development | Jan/99, Annual Meeting |
| 3) Establish final written vision policy | Feb/99 |
| | |
| B) Gain Collective Buy-in. | |
| 1) Present vision to LLT & CLT | Feb/99 |
| 2) Vision casting sermon series Jan/1999 | Jan 31 & Feb 7 |
| 3) Design a forum for congregational dialogue | Feedback Card |
| 4) Mail out vote & report to the Society | Jan 31 & Feb 7 |
| | |
| C) Passing on Ownership. | |
| 1) Find committed leaders | Feb-Mar/99 |
| 2) Train committed leaders | On-Going |
| 3) Mentor & empower them to lead others | |

2) Mission Implementation

- | | |
|--|-----------------------------------|
| A) Establish current & future strategies | |
| 1) Meet with leaders | |
| 2) Decide on 5 strategies | Mar/99 |
| 3) Implement them | |
| | |
| B) Resourcing/Facilitating | |
| 1) Ongoing leadership development | Jan/99 DiSC |
| 2) Provide adequate budget needs | Personal Profile |
| 3) Expand facilities as needed | Goals & budget line |
| | |
| C) Empowering. | |
| 1) Give leaders authority & responsibility to implement strategies | |
| 2) Meet with leaders for encouragement & accountability | LLT & CLT
Monthly contact list |
| 3) Public recognition & appreciation of leaders | June/99, Dec/99 |

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Strategies

Calendarized

3) Communication

- A) Lead LLT, CLT, Policy Board & Society
- 1) Decide on the type & style of the meeting
 - 2) Cast vision every month
 - 3) Annual leadership retreat
 - 4) Bi-monthly prayer letter

Retreat off campus
(feedback Jan 16)
Sermons, CLT, LLT,
Board
Winter, Jan 16/99
Feb, April, June,
Aug, Oct, Dec

- B) Preaching.
- 1) Develop series to preach for the year
 - 2) Order the resources as needed
 - 3) Develop a preaching schedule with staff

Feb 10, Day Away
To Plan-ECC
Spring/Summer/Fall

- C) Teaching.
- 1) Collect material to teach in small group
advertise & teach
 - 2) Schedule bases to be taught
Advertise & teach

“What’s So Amazing?”
Winter/99
Feb 20 & 27; Spring
(Bases 2 & 4)

D) Internal & External Communication on a regular and needs basis

- 1) Internal
- Bi-monthly prayer letter
 - Create a calendar of birthdays
& anniversaries for Crossroads
and make calls
 - As needs arise

February
Regularly

Pastoral Care-
Seniors, Shut-ins
Hospital, Funerals,
Weddings

- 2) External
- Connect with Community
Organizations
 - Ministerial leadership
 - Hospital ethics committee

Research during
Winter/99

4) Monitor All Systems

- A) Outreach Strategies
- 1) Encourage entry event co-ordinators
 - 2) Inspire friendship evangelism
 - 3) Pray for new contacts

Randy & CLT
Create Impact List:
Neighbors, hobbies,
Fitness

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|---|---|
| B) Discipleship Tracks | Around Bases--
Bigger Picture
Randy & Lori,
Support Group:
Brett S, Ron E |
| 1) Oversee development of the tracks | |
| 2) Meet with small group co-ordinators | |
| 3) See new groups started for new people. | |
| 4) Promote & teach around the bases. | |
| | |
| C) Pastoral Care | Stephen Ministries
Ted Celiz
Pre-Marital & Marital
Discuss with Lori |
| 1) Train "Lay Shepherds" | |
| 2) Counselling | |
| 3) KIT | |
| 4) As needs arise | |
| | |
| D) Staff. (Lay & Clergy) | Biweekly Lunch,
CLT, Quarterly Rv.
Contacts between
LLT, CLT
Oct. 1, 2; Feb 11, 12;
Spring |
| 1) Schedule time together with all staff | |
| 2) Review accountability questions | |
| 3) Personal needs & prayer | |
| 4) Meet quarterly with ECC | |
| | |
| E) Marketing | Complete Info
Center Pre/Easter/
1999 |
| 1) Research TV, Radio & Newspaper spots | |
| 2) Community Flyer | |
| 3) Welcome Packet | |