

Black Creek United Mennonite Church

Pastor Job Description

1. Give general oversight and administration to the functions of the church under direction of the church council
2. Be the main worship celebration speaker:
 - a. preach regularly,
 - b. plan the worship calendar
 - c. arrange for other speakers as needed
 - d. encourage and develop teachers from within the congregation
3. Co-ordinate the worship celebration:
 - a. set the themes and goals of the celebrations in collaboration with worship leaders and to synch with the teaching theme
 - b. prepare or supervise preparation of the weekly program, including online broadcast and website, Sunday bulletin
4. Be committed to developing the small group ministry such as bible studies:
 - a. offer training, encouragement and planning
 - b. provide care and encouragement for small group leaders
 - c. encourage full participation in church activities including recruiting individuals for required functions,
 - d. working within our structures to help individuals discern, discover and use their gifts and abilities in service inwardly and outwardly in mission
5. Oversee the church staff:
 - a. meet regularly with staff,
 - b. oversee the ministry of the Youth and summer worker,
 - c. meet regularly with council, and spiritual committee for mutual encouragement and direction,
 - d. have an active part in recruiting and hiring new staff
6. Provide leadership in visitation, preparation for church membership, baptism, marriage and funerals as required. Plan, prepare and conduct communion services and other special occasion services with assistance from spiritual committee
7. Be an advocate of Mennonite Church BC and attend the annual conference sessions and the pastor/spouse retreat if possible.
8. Network with other pastors locally and denominationally, to gain encouragement and insights and to help build up other pastors and their ministries as God gives opportunity.

Preference will be given to the man or woman with experience or who has completed an MDiv or equivalent. We will conduct initial interviews during the COVID crisis using ZOOM. Applications will be accepted until the position is filled. To apply for this position, please forward a cover letter and a *curriculum vitae* by email to the church office umcbc@shaw.ca.