

POSITION DESCRIPTION

January 2015

TITLE: PASTOR (Head of Staff)

PURPOSE

To provide a balanced ministry of preaching, teaching, pastoral care and organizational leadership to the El Estero Presbyterian congregation and to enable the church to grow to its full potential in membership and in spiritual vitality.

ACCOUNTABILITY

Accountable to the Presbytery of San Jose and the Session of El Estero Presbyterian Church.

CHURCH VISION

Estero Presbyterian Church provides love, nurture, and fellowship to a multicultural and multigenerational community gathered in the name of the Lord Jesus Christ. Spiritual growth and Christian service are encouraged through active worship, prayer, and Christian education that are adapted to meet the changing needs of all our members and the community.

RESPONSIBILITIES

To preach, lead in worship, and provide a unifying, teaching ministry that will lead to the spiritual growth of the membership in knowing the Good News of God through his son Jesus Christ.

To provide active leadership to the Session, the congregation and its organizations in development and implementation of teamwork. The goal will be to inspire them in ministry and balance congregational needs with active community outreach and missions.

To be able to communicate clearly with staff, Session, Deacon, members of the congregation in spoken and written language and be in compliance with Federal, State laws and El Estero Presbyterian church policies and procedures of the San Jose Presbytery and (PCUSA) Book of Order.

To administer all church's programs by leading, directing, supervising, mentoring and involving the congregation to participate with their God given talents and gifts.

To develop, implement and maintain youth and age appropriate activity programs for members of the multi-cultural congregation and the community that will promote the goals of a Christ driven ministry.

To provide compassionate, competent pastoral services for those who are ill and in crisis situations, work with Deacons and Elders to minister and visit members and provide short term counseling as needed.

To moderate Session and Congregational meetings fairly, efficiently, and with good group control.

To administer sacraments of communion and baptism and to officiate at weddings funerals of members, as well as others as led by the Spirit and in consultation with Session.

To participate in San Jose Presbytery meetings and programs and serve on its committee as the Spirit leads.

To work with Session in outreach ministry to the racial ethnic community

As Head of Staff to supervise the staff and provide input to the Session Personnel Committee for staff annual evaluations

RELATIONSHIPS

Is able to communicate, interact, respond and develop, appropriate, meaningful relationships with Session, Deacons, congregation and San Jose Presbytery. Is able to have insight into relationships, understand cultural diversity, able to compromise and problem solve issues with the Session without dividing the congregation.

EVALUATION

Performance reviews will be conducted semi-annually by the Session Personnel Committee. The Session Personnel Committee will review and report their recommendations for compensation to the Session and approval at the congregation meeting for the Terms of Call.