

**Senior Pastor Position Description**  
**Myrtle Grove Baptist Church**  
**Pensacola, FL 32506**

Principle Function:

The Senior Pastor is to provide spiritual and pastoral leadership to the membership of Myrtle Grove Baptist Church. The Senior Pastor shall serve as the chief administrator of the congregation so that it fulfills the mission and purpose as the body of Christ. The Senior Pastor shall preach, teach, and administer the ordinances of Baptism and the Lord's Supper and give primary leadership to the ministries of worship, administration, stewardship, missions, and outreach.

Qualifications: The Senior Pastor shall

1. be an ordained minister,
2. have a minimum of ten years pastoral experience, a college degree, be a seminary graduate with a Southern Baptist background,
3. be in agreement with and adhere to the doctrinal statement of the Southern Baptist Faith and Message 2000 as adopted by the Southern Baptist Convention,
4. meet the traits of a pastor as listed in I Timothy 3; 1-7 and Titus 1: 6-9,
5. be a man fully devoted to God and committed to Biblical Christian principles and teachings and be highly motivated to share Christian ministry,
6. believe the Bible as the divinely inerrant, inspired Word of God,
7. be committed to preach and teach Biblical truths as well as a compassion for equipping the saints for personal ministry and evangelism,
8. have a personal commitment to discipleship and spiritual growth,
9. have a deep desire to evangelize locally, nationally, and internationally as directed in Matthew 28:19-20,
10. have a caring heart and desire to help comfort those who are hurting and broken,
11. have the ability to listen effectively, and to communicate clearly, both orally and in written form,
12. be able to keep a high level of confidentiality,
13. be knowledgeable of legal, ethical, and safe practices that minimize the church's liability,
14. have the ability to multi task and discern priorities and respond appropriately, sensitively and proactively,
15. have strong servant leadership , organizational, and motivational skills,
16. have the ability to work with other staff members and volunteers as a team,
17. be able to maintain composure under pressure, and
18. be proficient with current technology and communication tools.

Relationships: The Senior Pastor shall

1. be accountable to the authority of God first and foremost (Hebrews 13:17) and secondarily to the church (I Timothy 5:19) for the mutually agreed-upon responsibilities of ministry in accordance with the MGBC Constitution, MGBC By-Laws, MGBC General Policies and Procedures Manual, and other related church approved directives and manuals,
2. work with the ministerial staff, the support staff, the deacons and yokefellows, and church council to fulfill the church's purpose as a Great Commission church, and the requirements of the church's constitution, the by-laws, the policies and procedures manuals, and as stated in the church's mission statement ,
3. be ex-officio of all church committees to assist them in fulfilling their responsibilities as needed,
4. work with the minister of worship to plan worship services,
5. work with the minister of pastoral care, deacons and yokefellows, and the Homebound Ministry Director in developing and promoting the general pastoral care ministry of the church,
6. work with the Minister of Administration and Education and Church Council in developing and promoting the general outreach program for the church,
7. work with the Minister of Administration and Education, Nominating Committee, and Committee on Committees to enlist and train volunteers for all ministries of the church,
8. work with the Missions Committee in support of church adopted missionaries and in planning mission trips,
9. work with the Finance Committee and Church Treasurer to plan the annual budget,
10. cooperate with sister churches, the Bay Baptist Association, and the Florida Baptist and Southern Baptist Convention leaders for scheduled projects and programs of mutual interest, and
11. have annual performance reviews and an exit performance review by the Personnel Committee.

As an ordained minister, he is authorized to conduct worship services, perform ministerial functions and administer ordinances to prescribed tenets and practices of the SBC.

The duties of the Senior Pastor may require revision from time to time and can be done in consultation with the Personnel Committee and the Deacons and Yokefellows. All changes shall be approved by the church. This does not include special programs or events.

Specific duties include: The Senior Pastor shall

1. be a Christ like disciple and under shepherd,
2. pray for church members and their families and for the various ministry activities and their leaders “The effective, fervent prayer of a righteous man avails much” (James 5:16, Acts 6:4),
3. ensure the doctrine being taught at MGBC is in compliance with God’s Word as revealed by the Holy Spirit (I Peter 5:2, II Timothy 4:1-5),
4. submit to the Holy Spirit’s leading in bringing sermons and ensuring that all worship services are worthy of the Master and inspiring to those in attendance (I Corinthians 2:4, Colossians 1:28),
5. work to inspire spiritual growth and discipleship among church members,
6. direct, coordinate, and participate in the church’s evangelism efforts to share the gospel and make disciples within the community, the state, the USA, and internationally (Matthew 28: 19-20, Acts 1:8),
7. provide, or direct to, biblical counseling for such needs as salvation, spiritual issues, premarital, and grief where needed (II Timothy 3:16-17, Titus 1:13),
8. oversee pastoral care visitation and outreach, participating as time permits (I Corinthians 11:1),
9. lead the congregation in the Lord’s Supper on a regular basis,
10. preside over wedding, funeral, and similar functions as led by the Holy Spirit after appropriate biblical counseling (Romans 13:14, Ephesians 4:27),
11. clarify with the deacons and yokefellows and other church leadership the church’s vision, goals and objectives,
12. communicate and help implement the vision, goals and objectives with the church body,
13. oversee the administration and management of all areas of the congregation’s ministries in consultation with the Deacons and Yokefellows, Church Council, ministerial staff, and appropriate leadership (Acts 20:28, Titus 1:5, I Peter 5:2),
14. lead and guide all other members of the staff and be responsible to ensure they perform the requirements of their position descriptions,
15. moderate church regular and special called business meetings,
16. attend scheduled deacon and yokefellow meetings and retreats,
17. increase personal biblical knowledge by attending conferences, taking classes, biblical related research, and praying (Philippians 3:12-14, Ecclesiastics 12; 12-13), and
18. maintain regular and disciplined personal worship, Bible study, and prayer.