

Island Gospel Tabernacle – Lead Pastor Job Description

Overview

Island Gospel Tabernacle is a small church, about 100 people, that strives to love God and love others and bring the message of Jesus to our community. We are located in Southern Nova Scotia and are affiliated with the Pentecostal Assemblies of Canada (PAOC).

Position Summary

The Lead Pastor as the spiritual leader of the church will be responsible for the leadership and direction for the Church, and will work in partnership with the Board and various levels of leadership to ensure the overall effectiveness of the church. The Lead Pastor will be in place to accomplish the church vision, mission and strategic direction.

Duties & Responsibilities

1. Visionary Leadership

- Through the direction of the Holy Spirit, further the church vision and contribute to the furthering of the church vision
- Exercise gifts of leadership to ignite the passion of the church (staff, volunteers, and congregation) to keep the church vibrant
- Foster a church culture that is welcoming, friendly, caring, family-oriented, Christ-centered and missions focused
- Monitor and take appropriate steps to further the spiritual growth, transformation and wellbeing of the church

2. Preaching, Teaching & Worship Ministries

- Deliver Biblical, Holy Spirit lead, relevant, passionate and inspiring preaching and teaching
- Provide teaching through various forms of media so that both those who attend in person and online can participate in the weekly service as well as other planned events
- Perform and direct other duties that can be shared amongst the pastoral staff including pastoral counseling, pre-marriage counseling, visitation, baptisms, and officiating at weddings and funerals
- Provide oversight and be involved in our worship ministry

3. Leadership Growth & Development

- Provide Spiritual leadership, direction and support to all pastoral staff
- Mentor, coach, train and provide relevant development opportunities for the pastoral staff including teaching and preaching
- Inspire, teach and equip ministry leaders and volunteers to effectively deliver church ministries and programs

4. Collaboration and Partnership

- Oversee the ongoing health and wellbeing of the church
- Make specific recommendations to the Board as to the church's culture and the effectiveness of the ministries with a view to the achievement of the church vision and strategy
- Provide periodic reports on the delivery of strategic action plans and performance objectives set by the Board including a documented mid-year report

5. Administration and Operations of the church

- Oversee and manage the church building, administration function/office and operations
- Adhere to and ensure that the pastoral staff also adheres to the church bylaw, policies and procedures
- Ensure all ministries in the church are aligned with and contributing to the vision, strategic plan and the annual goals
- Conduct regular staff reviews and performance discussions to ensure achievement of goals and objectives
- Manage church expenses within defined budget and partner with the church Treasurer and Board
- Lead congregational meetings

Required Skills & Knowledge

- Bachelor's Degree in Theology or equivalent education or ministry experience
- Mature Christian character who demonstrates love for God and the church
- Collaborative and comfortable delegating
- Strong management and people leadership skills
- Strong communication and relational skills
- Musical abilities and experience leading worship teams would be an asset but is not required