



### **Role Description: Pastor**

*This one role comprises two positions; Associate Pastor at Warrnambool and District Baptist Church (WDBC) and Sole Pastor at Port Campbell Baptist Church (PCBC). Both positions are part-time (2.5 days / week), which together comprise one full-time pastoral role (5 days / week).*

#### **Key Details:**

- 5 day per week position (full-time)
- Funded half by PCBC and WDBC
- Remuneration at the standard BUV rate (with standard adjustment for ordained / not-ordained and quantity of theological training), including standard leave arrangements (five weeks per year)
- 50% of stipend tax-free as exempt benefits
- 50% of pastor's telephone and internet expenses to be paid.
- Supervised and mentored by Lead Pastor of WDBC
- Accountable to Elders and Congregation of PCBC and WDBC
- No accommodation provided (pastor could reside in either Warrnambool or Port Campbell or another local town)

WDBC and PCBC are seeking a Pastor to serve at both churches. This is a unique arrangement which has the following features:

- Three Sunday mornings a month, the pastor would be at PCBC, and the other Sunday (sometimes two Sundays), at WDBC.
- The pastor may also have a role at the WDBC evening service (currently running fortnightly)
- As the sole pastor at PCBC, there is an understanding that the pastor would undertake more of the pastoral care load there, and less of that load at WDBC (where there is another pastor and an existing pastoral care team)

Apart from these points of overlap, the two roles are fairly distinct, and so the following two role descriptions are provided.

## **Sole Pastor at Port Campbell Baptist Church**

Port Campbell Baptist Church are seeking a new pastor to help us live out our vision. We are seeking a pastor who can encourage our people spiritually, help them work together, and work with the leadership team to galvanise our plans for ministry. We are seeking a pastor who is keen to become part of this community. Within that, the pastor would be free to pursue their own ministry passions and gifts.

### **Essential attributes**

- Good listener
- Prayerful
- Devoted to the Bible
- Able to keep confidences
- Honest
- Growing relationship with God

### **Strongly Desirable Attributes**

- Competent Preacher/Teacher – effective communicator
- Sense of Call
- Has a heart for the local community
- Relates warmly to people both inside and outside the Church
- Pastoral heart

### **Investment of time and energy**

We seek a pastor who will prioritise investing time and energy into Preaching (including preparation) and Pastoral Care, as well as committing significant time and energy into Evangelism and Equipping people for ministry and leadership.

### **Ministry Skills**

The most important ministry skill our church has identified is:

#### ***A pastor who can nurture a church's spirituality and help a church to connect more deeply with God, specifically***

- A pastor who is passionate about discipleship; grounded in and nourished by God's Word.
- A pastor who prioritises his/her own framework for spiritual growth (i.e.: has a spiritual director or other means of being accountable for his/her own continuing spiritual formation).

Three other highly desirable ministry skills the church seeks are:

#### ***A pastor who can help a church to become a community in which people feel valued and cared for, specifically***

- A pastor who has a very pastoral approach to preaching.
- A pastor who can facilitate and support a strong small group network within the church.
- A pastor who is a gifted counsellor and who is able to nurture people through life transitions.

***A pastor who can communicate God's message in a way that draws a response, specifically***

- A pastor who can creatively and simply present the gospel in ways appropriate to different generations and different stages of life.
- A pastor who can communicate God's Word in such a way that people hear and respond.

***A pastor who can lead a church into missional engagement with its community, specifically***

- A pastor who can help a church to appreciate the needs, issues and philosophies that are shaping the lives of people in their community.
- A pastor who is outward-focussed.
- A pastor who knows how to access and assess the demographics and needs of a local community.

*We would encourage any applicant to look through the "Church Profile" for PCBC to gain some understanding of the church and local community.*

**Associate Pastor at Warrnambool and District Baptist Church**

Warrnambool and District Baptist Church are seeking a new pastor to serve on its ministry team. The role has considerable flexibility, and is designed to allow a candidate to pursue their own gifts and passions and calling. For example, for a candidate passionate about youth ministry, the role could be weighted in that direction. For a candidate gifted in children's ministry, the role could accommodate that. For a candidate who would like experience across a range of ministry roles, the role can provide that breadth of experience for them.

**Key areas of responsibility**

While there is significant flexibility in the role, the following are some of the basic requirements of the position:

***Preaching and teaching and prayer***

- Preaching on Sundays, from as often as once a month, but no less than once a term, depending on the pastor's gifts and passions in this area
- Service leading and serving on the prayer roster on Sundays
- Attending and leading (on rotation) church prayer gatherings
- Teaching in other formats, such as leading small group bible studies, preparing bible study materials, teaching children and youth, based on the pastor's gifts and passions

***Leadership and mentoring***

- Mentoring and training volunteers and leaders for the roles of ministry

***Welcoming and small groups***

- Leading or being an active participant in a church small group
- Being a welcoming member of the staff team and encouraging and greeting regulars and newcomers to the church when in attendance

### **Administrative**

- Regular meetings with the Lead Pastor as part of day-to-day ministry
- Reporting to the Elders (verbally or in writing) prior to their monthly Elders meeting
- Reporting to the church congregation (verbally or in writing) prior to their quarterly church members meeting

### **Other possible areas of responsibility**

Depending on the pastor's gifts and passions, the following could also be part of the role:

- Preparing and conducting weddings, funerals, baptisms and child dedications
- Leading or assisting with youth ministry, including evening services
- Leading or assisting with family ministry, including running special events, organising the Kids Church team and creche team, running playgroup
- Communicating with parents, youth and young adults as required
- Liaising with local para-church groups and Christian organisations to maximise partnership and cooperative endeavours (e.g. Christian Union, Easter Arts Festival, Christmas on the Green, Scripture Union etc.)
- Serving in the music team, including training and mentoring other musicians
- Personal Evangelism and organising evangelistic outreach and training others in evangelism
- Organising and hosting social events and/or newcomers' events
- Leading and serving in various WDBC ministries

### **Other Essential personal priorities and principles**

- Praying intentionally and regularly for the church community and fellow leaders
- Setting a good example of faith and conduct to the wider church
- Communicating early and openly with the appropriate people regarding issues or potential problems
- Respecting confidentiality of Team meetings and leader to leader communication. Generally speaking, the Ministry Team environment is one of confidentiality concerning discussions that are held there.
- Responding as possible, in a timely way to communication regarding WDBC issues
- Keeping track of their own hours and time spent in ministry to ensure they are not significantly over-working or under-working. Specific days and hours are flexible, and some weeks may require more hours than usual, in which case other weeks can involve less hours. It is the pastor's own responsibility to monitor their time

Expressions of interest in this position (combined role) should be sent to Paul Pallot, Lead Pastor of WDBC, at [paul@warrnamboolbaptist.com.au](mailto:paul@warrnamboolbaptist.com.au).