FAIRMOUNT CHRISTIAN CHURCH

Lead Minister Job Description

Position Title	Department/Ministry/Location
Lead Minister	Ministry
Supervisor Position Title	**Weekly Hours**
Elders	40
Position Status/ Classification	**Ministerial Status**
Regular Full-time/Exempt	Ministerial

Position Summary:

The Lead Minister is a Senior Level position responsible as the lead visionary and teacher of Fairmount Christian Church. This role has the primary responsibility for championing the mission and values of Fairmount Christian Church. The Lead Minister will also provide general oversight to all ministries.

Essential Duties and Responsibilities:

The essential functions include, but are not limited to the following:

Vision:

- Assumes leadership of the Elder-driven vision of Fairmount Christian Church mission and strategic direction.
- Intentionally invests time in prayer, reflection, solitude and seeking of God's will and desires for Fairmount Christian Church and clearly articulates the God-breathed vision for Fairmount Christian Church with key populations including Staff, Governing Board, and congregation.
- Coordinates with Senior Leadership Team to ensure that teaching, ministry plans, and operations follow the identified vision and purpose of Fairmount Christian Church.
- Promotes and advocates the purpose of Fairmount Christian Church in God's Kingdom.

Preaching:

- Oversees the preaching team in choosing/creating teaching series and messages, coaching other preachers and preparing weekend teaching.
- Plans, researches, prepares, and delivers weekend messages.
- Participates in weekend service meetings to ensure appropriate cohesion of service elements and creative expression.
- Recruits, selects, and leads members of the Preaching Team, appropriately delegating preaching duties to staff or lay teachers, ensuring continuity in series, and providing coaching and feedback to co-teachers.
- Identifies and participates in key teaching opportunities in addition to weekend services, including but not limited to seminars, special events and small groups.

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Ministry Oversight:

- Partner with Senior Leadership Team to provide high-level oversight to key ministry initiatives, significant financial decisions, and ministry effectiveness.
- Attend and participate in specific team meetings, strategizing with Pastoral staff and offering insight into ministry planning, integration, and evaluation.
- Attend and contribute leadership to all Governing Board of Elders/Directors meetings.
- Attend all-staff meetings, coordinating with the Senior Leadership Team in providing vision and motivation to Fairmount Christian Church staff.
- Champion leadership development by empowering the Executive Minister in mentoring, guiding, praying for, and developing Fairmount Christian Church ministry staff.

Pastoral Duties:

- Participate in facilitating weddings, funerals, and baptisms, assist in counseling, hospital crisis care and other pastoral functions.
- Serve as leader of the Senior Leadership Team and member on Governing Board of Elders/Directors.
- Maintain a community presence, networking regularly with local pastors and community leaders, including leaders of other churches.
- Model spiritual authority to staff and leaders through healthy spiritual practices, appropriate work/life balance, and God-honoring marriage.
- As the overall leader for Fairmount Christian Church, the Lead Minister will work to catalyze community and collaboration throughout the organization in order to communicate and demonstrate the values of Fairmount Christian Church.
- With the counsel of the Elders, the Lead Minister will be involved in the "life" of the church in ways that focus on the mission, while assuring the congregation that it has an approachable pastor who is interested in their individual lives and their walk with the Lord.
- Responsible for the oversight of coaching the growth and success of the Ministry Staff in the areas of spiritual development, overall program development and design, and to assure that ministry is congruent with the mission of the church.
- Serves as the Pastor to the Fairmount Christian Church Staff.
- Integrate the elements of the Sunday worship experience and provide direction and oversight to assure a high quality of programming, music, and overall connection with the Lord for the people of the church.
- Develop spiritual life through study, prayer, and fellowship.
- Develop professionally on a continuing basis by attending conferences, reading relevant literature.
- Participate in church-wide events.
- Perform other related duties as assigned.

Minimum Qualifications (Knowledge, Skills, and Abilities):

Education and Experience:

- Bachelor's degree
- 8-10 years related experience and/or training preferred.

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Knowledge and Skills:

- High level of written and verbal communication skills.
- Ability to communicate effectively with all levels of an organization.
- Demonstrate professionalism and poise when communicating with internal and external contacts.
- Excellent time management skills, attention to detail and ability to multitask.
- Empathy: be attentive to the hopes, concerns and needs of the community to determine how the congregation might serve them and how they might serve one another.
- Biblical counseling: offer counsel and wisdom in various stages of life and discipleship.
- Confidentiality: maintain trust with the community and congregation in regard to the issues of life discussed through Life Groups, Bible Studies, and counseling.
- Team building: shepherding and pastoring leaders to lead groups, studies and ministries.
- Prior effective ministry leadership.
- Active and growing disciple of Jesus.
- Genuine interest in responding to the hopes and needs in the community and congregation.

Spiritual Requirements:

- Regular involvement in Fairmount Christian Church activities and events.
- Signed acknowledgement of Fairmount Christian Church's Statement of Faith and Staff Lifestyle Agreement.
- Signed acknowledgement to policies and procedures as stated in Fairmount Christian Church's staff handbook.
- Upon acceptance, this person automatically becomes a member of Fairmount Christian Church.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to talk or hear. Has the ability to function independently. Possess the ability to speak. Has the physical ability to be able to lift up to 25 pounds (with or without assistance). This position also may require long periods of standing up and walking. The noise level in the work environment is usually low to moderate.

Employment At-Will:

All employees of Fairmount Christian Church are at-will, and as such, are free to resign any time without reason. Fairmount Christian Church, likewise, retains the right to terminate an employee's employment at any time with or without reason or notice.

Nothing contained in this job description or any other document provided to the employee is intended to be, nor should it be construed as, a guarantee that employment or any benefit will be continued for any period of time. Any salary figures provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons that are not intended to and do not create an employment contract for any specific period of time.

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No manager, supervisor or employee of Fairmount Christian Church has any authority to enter into any agreement for employment for any specified period of time or to make any agreement for employment other than at-will.

Acknowledgment

I have read and received a copy of my job description and at-will employment statement. I understand this overrides anything I have been given or told in the past. I further understand that I am expected to follow my job as is outlined above and if I have any questions concerning what is expected of me, I will speak with my immediate supervisor. I also understand that the statements above are intended to describe the general nature and level of work being performed by me and are not to be construed as an exhaustive list of responsibilities, duties, and skills required for this position. Therefore, I may perform other related tasks under the direction of the elders.

Employee Printed Name:_____ Date: _____

Employee Signature: _____

Supervisor Printed Name:_____ Date: _____

Supervisor Signature: _____

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