

SAMPLE Position Description for the Pastor Serving _____ Lutheran Church

The Letter of Call articulates the ministry of Ordained Pastors:

We call you to exercise among us the ministry of Word and Sacrament which God has established and which the Holy Spirit empowers: To preach and teach the Word of God in accordance with the Holy Scriptures and the Lutheran Confessions; to administer Holy Baptism and Holy Communion; to lead us in worship; to proclaim the forgiveness of sins; to provide pastoral care; to speak for justice on behalf of the poor and oppressed; to encourage persons to prepare for the ministry of the gospel; to impart knowledge of the ELCA and its wider ministry; to endeavor to increase support given by our congregation to the work of our whole church; to equip us or witness and service; and guide us in proclaiming God's love through word and deed. We call you to fulfill this pastoral ministry in accord with the standards and policies for ordained ministers of the ELCA. In doing so, we call you to be diligent: in the study of Holy Scripture; in use of the means of grace; in prayer; in faithful service; and in holy living.

It is the intention of _____ Lutheran Church to call all its pastors to share in the ministry of the gospel, as articulated above (Word & Sacrament, Teaching & Pastoral Care), but each to have areas of major responsibility, those for this Pastor to be (e.g. Outreach, Christian Education, Worship, Stewardship, Youth and Family, etc.)

OR

And in addition to the above, in the hours that we have agreed upon, our shared goals for this year include: (developing-leading-implementing a ministry/program;

Supervisory and Support Relationships

Supervision provided by _____ (e.g. church council, senior pastor, etc.) Support provided through mutual ministry team (or pastoral support team, etc.)

The Pastor will provide support and supervision for _____ (list staff or volunteers they are to directly supervise)

Core Competencies & Performance Goals

- A covenant of behavior will be agreed upon and signed at each retreat. (congregational retreat or staff retreat)
- An annual performance process will be done each year which will include work priorities that align with the priorities of the congregation.

Qualifications

- Required: Approved candidate for ministry through the ELCA and NW MN Synod, with an M.Div. and background check
- Preferred: experience with volunteer training and leadership, and non-profits; musical abilities
- Standard: faith in Jesus Christ; excellent written and oral communication skills