

## **Senior Pastor Job Description**

### **Memorial Baptist Church**

Memorial Baptist Church of Newport, Tennessee is prayerfully seeking the man God has called to fill the position of full-time Senior Pastor. We are a traditional Southern Baptist Church seeking growth and deeper discipleship with an average attendance of 110 in worship. Memorial Baptist is in the downtown area of Newport. Newport is a rural city and the county seat of Cocke County. Its population is approximately 36,500 and is located roughly 54 miles northeast of Knoxville. Cocke County has two high schools and a satellite community college campus.

**Purpose:** The Senior Pastor is the spiritual leader of the church, and is responsible to proclaim the gospel of Jesus Christ, to teach Biblical scripture, to engage in pastoral care, and to provide administrative leadership in all areas of church life and function. He should be able to lead collaboratively with the deacons and the church staff to provide opportunities for Memorial members/guests to worship, be discipled toward growth in their walk of faith, and that they may impact their communities with the gospel centered lives. Candidates are expected to stand firm for the sanctity of human life, the sacredness of marriage between one man and one woman, and the fundamental freedom to express our faith in the public arena.

#### **Qualifications:**

- A minimum of a master's graduate of an accredited seminary or divinity school. (or extensive successful ministry experience)
- Ordained and Licensed Southern Baptist Minister.
- Supports the Baptist Faith and Message (version 2000).
- At least 3 years of experience as a Senior Pastor. (Preferred)
- Experience in managing staff (primary supervisor and administrator of the church staff). (Preferred)
- Possess Biblical qualifications as stated in I Timothy 3:1-7.
- Effective interpersonal and communication skills. Proficiency in computer and technology skills.
- Possess strong leadership and strategic thinking capabilities.
- Possess proven character and integrity, maintaining a vital personal relationship with the Lord through daily Bible study and prayer, as well as having proper priorities at home with family, exhibiting an example of a Godly balanced life.

#### **Key Responsibilities:**

1. As a preacher/teacher, present well-organized, Bible-based sermons and lessons on Sunday and Wednesday that edify, challenge, and encourage the church as well as promote the passionate worship of God. Knowledge and desire to preach/teach the entire Bible from Genesis through Revelation.

2. Lead the congregation to follow the Great Commission to reach the lost and the unchurched, fostering biblical, emotional, social, and spiritual growth. Disciple the congregation through Bible study with the aim to develop Christian maturity and depth of Biblical understanding with life applications.
3. Uphold with integrity the doctrines, the constitution, and by-laws of Memorial Baptist Church.
4. Provide pastoral care by visiting the sick, elderly, and bereaved. Maintain contact with the church family, while loving and affirming persons and families within the fellowship. Be available for emergencies as needed. The pastor shall, with the deacons, oversee the pastoral care and nurturement of the church members.
5. Provide care and confidential counsel to members and non-members in planned life events (e.g., pre-marital counseling) and moments of personal struggle or crisis.
6. Administer the ordinances of the church (Baptism and Communion) on a regular and as needed basis.
7. Perform weddings, baby dedications, funerals as requested.
8. Ensure the church maintains a focus on providing ministry and initiatives that engage and involve members of every generation.
9. Provide guidance and oversight to the deacons, all church committees, and organizations as a non-voting ex officio member in the development and implementation of programs of ministry and mission. Effectively encourage persons, programs, and ministries of the church family.
10. Provide primary oversight and direction to the church office, supervising paid church staff, overseeing the church calendar maintenance, representing the church to visitors and other persons who contact the church, serving in other reasonable activities relative to the church office.
11. The Senior Pastor is expected to maintain church office hours for the benefit of all church members/non-members and the related business of the church.
12. Meet annually with the Personnel Committee of the church for review and evaluation of the performance of pastors and paid staff. The Senior Pastor is directly responsible to the congregation in the performance of ministry.
13. Provide a plan for a qualified person to conduct services during his absence for vacation, sickness, etc.

Interested candidates can submit resumes electronically to:

[searchcommittee@mbcnewport.org](mailto:searchcommittee@mbcnewport.org)