Pastor for Preaching & Vision, South

Role Description

Under the aid and authority of the Holy Spirit and in partnership with the others on Bethlehem's Pastoral Lead Team, the Pastor for Preaching & Vision, South leads his campus by casting vision, overseeing congregational care, and providing leadership to the campus pastoral team so that the campus can together carry out Bethlehem's mission and DNA priorities, while embracing the theological teaching of the Bethlehem Elder Affirmation of Faith.

Responsibilities

Responsibilities for Specific Areas of Ministry

Be the Vision Caster for the South Campus (50%):

1. Ensure that the campus congregation is growing in the knowledge of God and biblical truth by …
   a. Regular vision casting for the congregation:
      i. Develop a campus-contextualized preaching plan incorporating a proactive vision for the well-being of the people.
      ii. Coordinate preaching schedules with other campus pastors.
      iii. Engage regularly and joyfully in expository exultation.
      iv. Identify and recruit competent campus preachers who speak especially to the campus’s unique context.
      v. Solicit feedback and evaluation of the preaching on the campus.
   b. Overseeing all teaching in the various campus venues, such as Sunday school classes, classes/seminars, women's studies, all departmental training seminars and special events on the campus.
   c. Ensuring implementation of a proactive vision and biblical diet for the well-being of the people.

2. Provide visionary pastoral leadership that expresses the mission of Bethlehem through the uniqueness of the campus by …
   a. Casting vision for the campus.
   b. Shaping and influencing the ethos of the campus.
   c. Strengthening community, building up the body, and equipping the saints for the work of ministry.
   d. Knowing the current state of affairs on the campus:
      i. Continuous evaluation of worship services, activities, mid-week programming, special events, and ministries of the campus for effectiveness in shaping ethos and congregational participation.
      ii. Analysis of campus numerical data such as attendance at services and events, membership, small group participation, baptisms, conversions, giving, etc.
      iii. Comprehension of current cultural influences and geographic context surrounding the campus and the opportunities and challenges arising from that context.
      iv. Evaluation of all ministries and activities of the campus in light of our common mission, our DNA priorities, the Bethlehem Elder Affirmation of Faith, and the effectiveness in reaching ministry goals.
e. Facilitating the creation and implementation of the **campus budget**, and providing oversight, direction, recommendations, and proposals as appropriate.

f. Writing an **annual campus report/vision** paper for the congregation (i.e., a “State of the South Campus” report).

3. Cast vision beyond the campus by working with Bethlehem’s pastors for Church Planting and Global Outreach to ensure the campus is actively engaged in regular and ongoing outreach through Bethlehem’s **vision for Church Planting and Global Outreach** by …
   a. **Confirming** the call of God on some by commissioning those called to Global Outreach and Church Planting.
   b. **Setting an example** for the staff and congregation on what it means to be outreach oriented.
   c. **Casting vision** for planting churches.
   d. **Celebrating** the work the Lord is doing globally.

**In partnership with the Elders, Be the South Congregational Care Buckstopper (20%)**:  
**Note:** The **Pastor for Preaching & Vision, South** will ensure the following primarily through delegation to gifted and called staff elders and non-staff elders, deacons, and members.

1. **Provide pastoral leadership and oversight of congregational care on the campus** by …
   a. Overseeing a robust **Welcome** ministry for the church.
   b. Overseeing the development and implementation of a system of **member care** that will ensure biblically faithful shepherding of covenant members on the campus.
      i. Provide for the training, equipping, and coordination of pastors/elders and lay leaders who have responsibilities for member care on the campus.
      ii. Maintain regular communication, inspiration, and support for those involved in providing congregational care on the campus.
      iii. Ensure the regular, intentional discipleship of Bethlehem's South members. Work with the campus pastors/elders and lay leaders to see that the campus has overlapping systems that work toward the growth and sanctification of the flock.
   c. Overseeing the **membership and baptism processes** on the campus.
      i. Ensure appropriate shepherd leadership for all people desiring covenant membership and baptism.
      ii. Ensure that appropriate curriculum is taught to prospective new members and candidates for baptism.
      iii. Ensure that membership and baptism interviews are conducted in harmony with Bethlehem's constitution and bylaws.
      iv. Ensure that regular Covenant Affirmation and Baptism services are conducted.
      v. Ensure a robust process for member tracking and follow-up.
      vi. Provide support and oversight for the campus elders in handling church discipline cases.
   d. Ensuring that **prayer** is the visible engine driving all efforts in the campus's congregational life and ministry.
   e. Ensuring that the Bethlehem **counseling philosophy and strategy** is implemented on the campus.
   f. Overseeing the **mobilization** of campus staff, elders, deacons, and others to ensure member care, including crisis intervention, weddings, funerals, counseling, abuse response, prayer, and other needs.

**In Partnership with the Elders, Provide Leadership for the South Pastors and Staff (20%)**:  
1. **Provide coordinated and collaborative pastoral leadership** on the campus by …
   a. Executing all responsibilities in harmony with the church constitution, bylaws, and elder-approved strategic directions, practices, and policies.
   b. **Regular visibility and participation** individually and for the pastoral staff team in weekend worship services, midweek services, prayer gatherings, and special services as appropriate.
   c. Representing the campus at various levels of **all-church leadership** (Leadership Team meetings, pastoral staff meetings, elder council meetings, strategy meetings, etc.).
   d. Supporting, coordinating, and cooperating with the various **campus-specific and all-church initiatives and activities**.
   e. **Solving problems** on the campus by means of information, communication, collaboration, and biblical peacemaking.
2. **Oversee employees** working on the campus by…
   a. **Supervising** staff performance and activities on the campus.
      i. Directly supervising campus-specific staff reporting to this position.
         1. Partner with Human Resources and the Staffing Resource Team to create job descriptions, interview, hire, and train employees.
         2. Ensure ministry responsibilities are fulfilled.
         3. Approve short-term ministry objectives.
         4. Conduct annual performance evaluations and provide regular performance feedback.
         5. Approve paid time-off requests.
         6. Ensure appropriate balance between the various ministries.
      ii. Indirectly supervising all other staff working on the campus who report to other supervisors.
   b. Facilitating staff **collaboration and cooperation**.
   c. Mediating and/or **arbitrating** staff conflicts, working with appropriate supervisors, and appealing to the Leadership Team as needed.
   d. Diligently pursuing staff **unity and team-building** among campus-specific staff, while not neglecting unity and cooperative teamwork across campuses.
   e. Overseeing **Direct Reports**:
      i. Pastor for Worship & Ministry Development, South
      ii. Director for Adult Discipleship & Outreach, South
      iii. Director for Children & Disability Ministries, South
      iv. Pastor for Youth & Family Discipleship, South
      v. Director for Women’s Ministry, South
      vi. Coordinator for Counseling, South
      vii. Lead Administrative Assistant, South

3. **Provide pastoral leadership of all the “Outreach” ministries on the campus** and thus ensure that the congregation is engaged in the work of disciple-making in the surrounding neighborhoods and the nations.

**All Church Responsibilities (5%)**

1. **Participation in Lead Team Responsibilities**: Work with the Lead Team to ensure that each campus and our all-church ministry is in alignment with our mission statement and bringing to life our DNA priorities, and that together they are appropriately unified, fostering cooperation and coordination.
2. **General Overall Church Aims**: Note: The following three items are listed on all pastoral job descriptions. They unify the pastoral staff around care for our congregation, common church-wide priorities outside the pastor’s area of ministry, and our commitment to Bethlehem College & Seminary. Along with the rest of the Pastoral Lead Team, the **Pastor for Preaching & Vision, South** will be involved in setting an example for and creating the tone for pastoral care, and determining the overall priority goals.
   a. Congregational Care: Each pastor will maintain a clear focus on congregational care, dedicating a significant portion of his ministry toward crisis care, counseling, weddings, funerals, relationship building, etc.
   b. Overall priority goals: In addition to each campus and ministry area’s own aims, our pastoral leadership may set regular church-wide, short-term priority goals intended to focus attention on common objectives and unify the staff in our common mission. Each pastor will lead his ministry team to fulfill these goals.
   c. Bethlehem College & Seminary: Each pastor will be assigned one or more seminarians to mentor.

**Other Duties (5%)**

1. The **Pastor for Preaching & Vision, South** will carry out such other duties as may be assigned by the church from time to time.
Qualifications

1. Model servant leadership and exhibit a helpful, joyful attitude.
2. As outlined in Bethlehem's Elder Affirmation of Faith, pastors must be male and meet the spiritual, personal, and character qualifications of an elder found in 1 Timothy 3:1–7 and Titus 1:6–9, and exhibit the fruit of the Spirit as found in Galatians 5:22–23.
3. Be a man of prayer and a man of the Word, sensitive to what the Spirit is saying to Bethlehem, devoting himself to daily prayer and Bible reading for the sake of guarding himself from sin and stirring up his heart and mind to renewed passion for Christ; he will lead his family in regular times in the Word and prayer; and he will gladly participate in mutual care and accountability with other believers.
4. Undertake his duties in the power of the Holy Spirit, undergirded with prayer, guided by the Scriptures, and manifesting the character of Christ for the glory of God.
5. Be a member in good standing of Bethlehem Baptist Church or, if not a member when called to the church, become a member as soon as possible, ideally completing the membership process within three (3) months of the date when employment begins.
6. Understand, endorse, and teach—without reservation—the church’s biblical and theological teaching as expressed in the Bethlehem Elder Affirmation of Faith. He must embody Bethlehem’s DNA.
7. Joyfully minister in accord with the Bethlehem Pastor’s Covenant in a manner that honors Christ and is a positive example to others.
8. While ensuring first loyalty is to God and the Word, support the leadership of the church generally and specifically for his area of ministry. Strive to maintain positive and fruitful relationships with other Bethlehem employees, members, and leaders. While concerns or differences of opinion may arise, all employees will communicate in a biblical manner and abide by appropriate supervisory direction and any final determinations of the Council of Elders. Whether leading the congregation or submitting to those in authority, he will do so in a joyful manner. While visionary, he will be alert to the needs of the congregation and be a good listener.
9. Maintain insight and organizational skills necessary to work effectively, creatively, and flexibly within the context of a large church with multiple staff members and ministries.
10. Strictly maintain appropriate confidentiality according to the guidelines set forth in Bethlehem’s Employee Handbook and Relational Commitments.
11. Sign our Employee Handbook Acknowledgement Form and comply with all applicable church policies.
12. Manifest a passion for church planting, including sending out church plant teams in a worthy manner.
13. Be characterized as a compelling and gifted communicator with humility and zeal.

Requirements

1. Servant Leadership—the Pastor should be able to lead in a variety of contexts (individual, small groups, large groups) in such a way that Jesus Christ and his gospel are central. He should be a self-starter and take initiative. He should be wise and discerning and know when to be decisive, sensitive, tender, and firm.
2. Relational—the Pastor should have a heart to care for people. That drive should manifest itself in the appropriate use of time.
3. Administrative—while seeking mainly to shepherd people, the Pastor should have the skill set and ability to effectively manage the various administrative tasks associated with the position.
4. Teaching/Equipping—the Pastor should be a fruitful, biblical teacher and champion of Bethlehem’s mission and vision. His teaching should effectively “equip the saints for the work of the ministry.”
5. Communication—the Pastor should be able to communicate clearly, concisely, and in a loving and biblical manner.
6. Peacemaking—the Pastor should be able to tactfully and winsomely unite people with varying perspectives to advance harmony and love, and to achieve common goals.
7. Preaching—the Pastor should be an effective preacher who is able to rightly handle the word of God and joyfully engage in expository exultation.
Position Details

- Reports to Chairman of the South Elder Council
- Campus: South
- Area/Ministry: Upreach / Vision & Preaching
- Position Type: Full-time, Exempt
- Hours Per Week: Pastoral

Approved By: Organizational Elders / February 2020; South Elders / March 2020