



SENIOR PASTOR JOB DESCRIPTION

TITLE: Senior Pastor

CHURCH: Northwest Filipino Baptist Church | Elk Grove, IL 60007

DENOMINATION: Converge Mid-America | Baptist General Conference

BACKGROUND: The story of NFBC began in 1985 when a group of Filipino believers met for Bible study and prayer in the Northwest Suburbs of Chicago. As family members and friends were added to the group, it confirmed the need for a church that can minister to the Filipinos in the area. Presently, NFBC faces opportunities and challenges in serving the diverse needs of a growing, multigenerational and multiethnic congregation of approximately 200 members, blending both traditional and contemporary worship styles.

RESPONSIBILITIES: The Senior Pastor is accountable to the members of NFBC under the supervision of the Deacons Board. The Senior Pastor is to provide spiritual leadership to the membership of NFBC, with primary ministries in Preaching and Teaching, Leadership, Administration, and Pastoral Care.

PREACHING & TEACHING

- In charge of and gives direction to the preaching and teaching ministry of the church
- Spends the necessary time in study and prayer to prepare for weekly worship services, additional Bible studies, prayer meetings, classes, and training
- Administers the Baptist ordinances of overseeing the Lord's Supper and baptisms
- Officiates at special services such as weddings, funerals, dedications, and other services

LEADERSHIP

- Provides effective leadership in relationships, first among the Pastoral Staff, Deacons Board, Advisory Board, committees, and members
- Works closely with the Pastoral Staff and Deacons Board to identify ministry priorities which will move the church closer to our vision and mission
- Responsible to see that strategic initiatives developed by the church leadership are carried out with excellence and in accordance with our mission and vision

ADMINISTRATION

- Oversees the administration and management of all areas of the church's ministry in consultation with the Advisory Board
- Presides as the moderator of the Advisory Board and Church Business meetings
- As an ex-officio member of committees, attends and participates in the decision process with the overall church mission and vision in mind

PASTORAL CARE

- In conjunction with the Pastoral Staff and Deacons Board, is responsible to ensure that the spiritual needs of the congregation can be provided through various ministries of NFBC
- Provides pastoral care to those in personal crisis through visitation, counseling, and prayer
- Appropriately and expediently responds to crisis situations which arise in the congregation and makes appropriate professional referrals when necessary

QUALIFICATIONS:

- Education: Bachelor's degree required, some seminary courses preferred
- Experience: 5 years minimum pastoral experience preferred

Interested candidates should go to www.nfbc.net for more information.