

Westgate Christian Church

Lead Minister Job Description

PURPOSE

This is the profile of the person we are looking for as Lead Minister and associated job responsibilities. In this profile we will highlight character qualities, personality traits, theological convictions, roles, responsibilities, and expectations.

Lead Minister Profile

The Lead Minister will model the purpose of Westgate Christian Church (WCC) to “Make Biblical Disciples in Relational Environments”. The Lead Minister will be the primary advocate and communicator for the vision of God’s church, for the Glory of God. This person will be part of the Leadership Team and have broad responsibility for the spiritual welfare, growth and life of WCC in all areas including discipleship, evangelism, and equipping the congregation for making disciples. The Lead Minister is to embody the essence of a shepherd and servant leader as outlined in Titus 1:5-9, 1 Timothy 3:1-7, and 1 Peter 5:1-4.

In addition, the Lead Minister will:

- Have a vital walk with Jesus Christ evidenced by faithfulness, passion, and an appreciation for God’s glorious grace.
- Have a gift and passion for preaching the eternal, inerrant, and unalterable Word of God as revealed in the Old and New Testaments.
- Practice personal one-on-one evangelism and discipleship and be committed to equipping others to do the same.
- Be committed to small groups as a key strategy for discipleship and church growth.
- Understand and advocate for WCC strategy and vision of making biblical disciples in relational environments.
- Be an authentic communicator, easy to understand, and down-to-earth.
- Demonstrate an ability to be relational with others in both a large group setting and one-on-one from his heart and life.
- Be humble enough to accept input from those he is leading, as well as be appropriately transparent with the many, and intimately transparent with a few.
- Display a track record of kingdom focused personal management, leadership, and professionalism.
- Have a minimum of three years of ministerial and teaching experience in a multi-staff church/para-church setting.
- Be actively seeking to lead his family into relationship with Christ. The Lead Minister’s family should be supportive of God’s call in his life.

Lead Minister Job Description:

Essential Duties and Responsibilities

The essential duties and responsibilities of the Lead Minister will be carried out in alignment and partnership with the elders. Our intent is that the Lead Minister will give leadership and delegate responsibility as appropriate. These essential duties and responsibilities include, but are not limited to, the following:

- Ministry of the Word (preaching)
- Prayer
- Leadership
- Evangelism & Discipleship
- Shepherding & Teaching

The Lead Minister will work in conjunction with the elders, ministry staff, and ministry team leaders in implementation of the mission and vision of the congregation.

Ministry of the Word

The Lead Minister will be the primary preacher for WCC and will teach God's Word faithfully, according to sound doctrine. The Lead Minister should be committed to an exposition of Holy Scripture that is relevant, authentic and personally applicable. The Lead Minister will:

1. Preach 80-90% of Sundays within a calendar year.
2. Cultivate and lead a Sermon Prep Team to assist in planning, preparation, evaluation of preaching, and arranging for guest/substitute speakers as needed. At least one elder will be a member of this team.
3. Communicate preaching series to ministry staff, small group and worship leaders in order to coordinate their respective responsibilities.
4. Plan preaching for all special services. (Christmas, Easter, etc.)
5. Be a clear and articulate speaker who can be readily understood by our diverse congregation.
6. Develop and coordinate the Adult Education Team in conjunction with sermon series.

Prayer

The Lead Minister will set the pace in Kingdom focused prayer by spending time praying daily for the ministries of WCC, and by provided discipleship to others in prayer at the individual, family, and group levels.

Leadership

As a member of the Leadership Team, the Lead Minister will:

1. Work with the elders to coordinate and execute an annual strategy, goals, and review of ministry objectives.
2. Work with the elders to establish measurable objectives for the Lead Minister who will coordinate with his ministry staff in keeping with the purpose of WCC.
3. Develop a rich corporate worship life in the congregation by directing the Worship Team Ministry Leader in planning the order of worship to be generationally relevant.
4. The Lead Minister will cultivate and demonstrate a heart for proclaiming the Gospel in WCC, the community and the world, thus continuing WCC's active participation in proclaiming the Gospel to the lost.
5. Conduct regular and frequent meetings with the ministry staff, both individually and jointly, and work to assist and equip the ministry staff in achieving and exceeding ministry objectives as defined by the eldership.
6. Nurture the mental, spiritual and emotional health of the ministry staff.
7. Work with the administrative assistant to provide optimal functioning of administrative duties.

Evangelism & Discipleship

The Lead Minister will demonstrate a lifestyle of relational discipleship, and oversee its application in congregational life. The Lead Minister will:

1. Lead in teaching WCC New Member class on a regular basis.
2. Evaluate existing outreach ministries and encourage creativity in the development of new outreach ministries.
3. Promote a culture of small groups at WCC that encourages discipleship in relational environments.
4. In collaboration with ministry staff and small group leaders, coordinate people's involvement in ministry, ongoing personal discipleship, and small groups, with an emphasis on making biblical disciples in relational environments.

Shepherding & Teaching

The Lead Minister will assist elders in nurturing and administering the overall shepherding ministry of WCC. The Lead Minister will:

1. Partner with the elders in their shepherding efforts.
2. Promote small group's growth and leadership.
3. Develop means and methods to:
 - a. Equip and train new and existing small group leaders.
 - b. Cultivate the development of gifts within the body.
 - c. Cultivate and encourage leadership traits in men who show spiritual characteristics for leadership positions.
4. As part of continuing education, attend seminars/conventions on a regular basis, engage in personal and professional growth by being mentored and coached on a consistent basis.

Educational and Theological Requirements

The Lead Minister should possess a 4-year degree from an accredited Bible College, or demonstrably possess sufficient training acquired through personal mentorship and experience. The Lead Minister must be committed to a biblical understanding of Christian faith and adhere to our statement of faith as published on our website and supporting documents.

Finally, the Lead Minister must have a close personal relationship with the Lord Jesus Christ, based on God's Word of grace, mercy and love, evidenced in scripture, creation, and the testimony of the Church and saints throughout history.