

## **Pilgrim Congregational Church of Green Bay Senior Minister Position Description - 2024**

This is the position description from our current Constitution (adopted at our 2023 Annual Meeting in February 2024). Please note that we have voted, as a congregation at our Annual Meeting in 2022 and re-affirmed at each subsequent Annual Meeting, to have just one Board, which undertakes responsibilities for each of the individual Boards detailed in the Constitution.

The Senior Minister shall have been ordained to the ministry and upon installation shall become a member of the church. The Senior Minister shall have responsibility for the spiritual welfare of the church and its members in accordance with the teaching of the Christian Gospel and policy guidance of the Board of Deacons and Deaconesses (Diaconate). S/he shall seek out and enlist followers of Christ, preach the Gospel, administer the Sacraments, and have under his/her care all services of worship. S/he shall meet privately and/or hold meetings with prospective members, assisted by members of the Board of Deacons and Deaconesses (Diaconate), regarding the basic truths of Congregationalism, the principles and government of this church, and individual responsibilities to the church, including faith, service, and financial support. S/he shall have general concern for all the activities of the church, and be a non-voting ex officio member of all Boards and Committees, except the Nominating Committee, in a pastoral and advisory capacity. S/he shall be advised of all regular and special meetings of Boards, other church bodies, and the membership. The Senior Minister may cooperate with the Nominating committee as to names and qualifications of candidates. The Senior Minister shall be empowered to handle those administrative details not expressly delegated to some other person or Board or Committee.

To expand upon this, we believe that the Senior Minister is responsible for the spiritual welfare and spiritual growth of the congregation. S/he must have a heart for God and must set forth a clear faith vision that will guide him/her as a leader. The Senior minister should set the example of a true Christ follower and raise up others to discover their own spiritual gifts so that they may more fully walk with Christ. The Senior Minister is responsible for administering sacraments (communion, baptism), officiating weddings and funerals; attending and participating in all committee meetings; holding membership classes in conjunction with the established team of volunteers and offering suggestions to guide stewardship and nominating committees in their annual responsibilities. The Senior Minister must be strong on teaching the Bible, both in inspiring sermons and in small group studies, and in teaching the Congregational Way. S/he should be involved in the state and national Congregational associations, as well as have a desire to be involved ecumenically within the community. S/he should be able to recruit younger members and families and help build a strong youth ministry/Sunday School.

This position is for an individual ordained, seeking/eligible to be ordained, through the National Association of Congregational Christian Churches and/or the Wisconsin Congregational Association.

The individual should be eager to interact with church members. Pastoral care, counseling services, conflict resolution, and electronic/media expertise must be part of the Senior Minister's skill set. Experience and/or training in these areas will be most helpful.