



# Interim Pastor

## Position Description

### Brentview Baptist Church

Role:	Interim Pastor, Temporary Full Time
Reports To:	Elders Board
Directed By:	Elders Board
Interfaces With:	<i>Internal</i> - Executive and Associate Pastors, Ministry Directors, Administrative and Volunteer Staff, Finance team, Missions team <i>External</i> - Church members and attendees at large, Community leadership, Local Government, Denominational conferences and other Church groups

#### **Role Summary:**

Supports the vision and Key Focus Areas of Brentview through shepherding, teaching, and leadership support. The Interim Pastor has an intimate understanding of our goals, objectives, and strategies needed to work towards:

- our vision of “Every Person Making Disciples”
- our Key Focus Areas of Corporation Transformation through personal change, Living out our Faith, and Practicing Outreach Together;
- our values of gospel centered, transformation, discipleship, community, and generosity

#### **Specific Elements and Responsibilities for this Role:**

1. Serve on the elders board as an active and voting member;
2. Facilitate and coordinate the teaching team; to support Key Focus Areas and with collaboration and input from Executive Pastor;
3. To preach the majority of the time and to be responsible for teaching schedule in cooperation with the teaching team;
4. Work in collaboration with staff to affirm and develop teachers;
5. Meet weekly with the Exec. Pastor as a sounding board;
6. Meet bi-weekly with the Moderator of the Elders board to provide reports and share insights;
7. Act as a primary liaison with the NAB conference, the ABA, and the larger community;
8. Perform the rites of the Christian church, such as child dedications, baptisms and church memberships, weddings and funerals etc; and where not performing, to coordinate and ensure that the above rites are administered by the appropriate staff member;
9. Situational or additional short term ministerial and directing duties as required;

## **Qualifications:**

### *Education*

- A Master's level of education in theology, leadership, or Biblical Studies is preferred, but not required

### *Experience*

- Extensive experience in leading multiple staff in a dynamic and changing environment
- Experience developing a teaching plan and leading a teaching team;
- Experience coaching and developing teachers;
- Exceptional interpersonal skills
- Excellent communications skills
- Ability to manage multiple details and work in collaboration with administrative staff

### *Traits*

- Active and growing personal relationship with God
- Makes discipleship and discipleship practices a priority in their own life
- Passionately embraces the traits of a disciple - alive, grounded, authentic, enabled, together and engaged
- An accomplished and motivated leader who displays the leadership qualities needed to motivate, mentor, manage and inspire the team
- Demonstrates exceptional communication, leadership, team building and people management abilities
- Strong planning and organizational skills

## **Compensation and Support:**

- Interim Pastor position is a contract position;
- Interim Pastor position is a variable term; contract end date to coincide with the start date of Lead Pastor;
- Interim Pastor to be provided an employment agreement including terms of employment and compensation.
- Additional benefits including Health, vacation, RRSP, expense plans, education allotment, etc are all to be stipulated in employment agreement.
- Probationary period of 3 months;
- The Elder board is committed to support the Interim Pastor through:
  - Goal setting with regular review, coaching and feedback with designated elder representatives
  - A commitment to support, care and walk along side the Interim Pastor and their family, aiding and facilitating their own discipleship journey
  - A passionate and engaged Elder board supporting all church staff, volunteers, members and attendees at large