



Position Description

Position

Lead Pastor

Purpose

The Lead Pastor is the primary pastoral leader of the congregation of St. Albert Alliance Church (StAAC) with emphasis on providing spiritual oversight, vision, and leadership to equip the staff and congregation to do the work of the ministry, as described below.

Responsibilities

Being with God (5%)

- Makes being with God their top priority and allows their service to flow out of their identity and relationship with God.
- Engages in intercessory and listening prayer to ensure alignment with Jesus' heart and will for His church.

Vision & Strategic Development (35%)

- Collaborates with the Board of Elders and Executive Leadership Team to discern mission, vision and strategic directions.
- Oversees the development and implementation of Ministry Action Plans (MAPs), ensuring that ministry activity is aligned with strategic directions.
- Establishes reporting systems to monitor and evaluate ministry effectiveness.
- Collaborates with the Ministry Support Pastor and Board of Elders in the development of policies and procedures.
- Informs and advises the Board of Elders in ways that are timely and accurate, so they may address potential challenges and celebrate missional achievement.

Preaching and Teaching (30%)

- Leads the weekly preaching/teaching ministry of StAAC, ensuring the delivery of biblically sound sermons (Approximately 50% of speaking).
- Creates overall teaching plans and supervises the preaching team while ensuring doctrinal consistency, preparation, and gift development.

Congregational Care (10%)

- Provides pastoral care, non-clinical counselling, and spiritual direction to congregants.
- Administers the rites of the Church, including weddings, funerals, baptisms, communion and child dedications.



Staff Coaching (20%)

- Provides direct oversight of the pastoral team and indirect oversight of support staff.
- Creates a positive work environment and fosters healthy morale through honesty, respect, and encouragement.
- Supports and directs staff members in accomplishing agreed-upon goals through direction and accountability.
- Develops & executes a performance system for direct reports based on clear and measurable objectives.
- Leads team meetings and ensures action items are tracked, and decisions are implemented.
- Facilitates team building initiatives and coaching/mentoring of direct reports along with Executive Leadership Team members.

Other

- Engages with District and/or National committees on a limited basis.

Accountable to

- Board of Elders
- District Superintendent

Works Closely with

- Executive Leadership Team
- Ministry Coordinating Team
- Preaching Team

Accountable for

- Pastoral and Ministry Staff
- Executive Leadership Team
- Direct reports as determined

Work Schedule

Sunday to Thursday

40 hours/week