

Nicola Valley Evangelical Free Church

Senior Pastor Job Description

Job Title: Senior Pastor	
Location: Merritt, BC, Canada	
Reports To: Board of Elders	Denomination: Evangelical Free Church of Canada

Level/Grade: Post-secondary Biblical or Seminary Degree	Type of position and hours: Full-time - 40 hours/week	Compensation: Based on EFCC's Compensation Grid
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GENERAL DESCRIPTION

The senior pastor is responsible for providing spiritual leadership & direction through Christ centered, expository, biblically-based, preaching that makes disciples and ministering to the spiritual needs of the congregation of the **Nicola Valley Evangelical Free Church**.

The senior pastor will integrate his experience, talents, skills, and spiritual gifts with the duties outlined below, and to help NVEFC fulfill its purpose statement: ***To glorify God while uniting as a family, training toward spiritual maturity, serving his church and sharing Christ with others*** and mission Statement: ***To intentionally reach our community for Christ and to integrate them into the NVEFC family.***

The senior pastor serves as an elder on the Nicola Valley Evangelical Free Church leadership team as well as giving active leadership to the pastoral team and paid staff.

MINISTRY DUTIES / RESPONSIBILITIES

Spiritual Emphasis

1. Provide spiritual leadership to the church body through regular preaching, discipleship, prayer, weekly worship services and home groups (as time permits).
2. Equip disciples to make disciples that fulfill our purpose and mission statements
3. Prioritize prayer as foundational to every ministry
4. Provide spiritual oversight for individuals and families in our congregation and community focusing on biblical instruction and prayer, leading them to grow in their Christian faith (includes OVERSEEING visitation).
5. Set spiritual themes and over-arching direction for the church worship services and programs in partnership with the church leadership
6. Provide spiritual leadership through participation in the Elders' ministry and corporate prayer.
7. Be involved in the community in consultation with the Elders Board (ie: ministerial)

Administrative Emphasis

1. Fulfill necessary administrative duties (reporting/documenting ministry progress, liaison with deacon and deaconess board, oversee other church employees as the designated representative of the board).

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2. Mentoring the Associate Pastor of Children, Youth and Families
3. Create a culture of effective communication
4. Represent the church at district, provincial and, if possible, national meetings.
5. Pursue regular Professional Development {e.g., theological/ministry upgrading, conferences, etc.)
6. Willingly participate in annual pastor reviews.
7. Oversee and administer communion, baptisms, new memberships, weddings, funerals as time/occasion permits.
8. Organize annual Joint Board retreats for vision and goal planning in conjunction with the board chairs.
9. Complete other administrative duties as needed and assigned.

SPIRITUAL LIFE

1. Demonstrate a healthy and growing relationship with Jesus Christ and exhibit the fruit of the Holy Spirit.
2. Living a lifestyle consistent with scriptural principles and teachings.
3. Commitment to living/working within the guidelines of the EFCC Covenant of Personal and Professional Conduct.
4. Committed to the process of ordination with the Pacific District of the Evangelical Free Church of Canada.
5. Agreement with the NVEFC Doctrinal Statement, Constitution and Bylaws.
6. Demonstrate commitment to regular study and prayer, both privately and public, at home and at the church.
7. Demonstrate strong biblical knowledge and aptitude for spiritual ministry.

Interested applicants should submit their resumes to office@nicolavalleyefc.com with the subject line of NVEFC Senior Pastor Application.

Calculating the Minimum Salary 2024

Step 1

Base Salary (recommended is \$49,500)	\$ _____
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Step 2

Credential Supplement For having completed the requirements of an EFCC Credential as described in the EFCC <i>Credentialing Manual</i> . Ministry Credential & Ordination \$1500.	\$ _____
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Step 3

Experience Units Supplement a) One unit for each year of experience to a maximum of 5 years: _____ (# units) x \$1100 = \$ _____ b) <u>After 5 years</u> : One unit for every three additional years: _____ (# units) x \$1100 = \$ _____ c) For related experience use one unit for every 3 years: _____ (# units) x \$1100 = \$ _____	
TOTAL Experience Supplement \$ _____	

Step 4

Education Units Supplement 1 unit for post-secondary courses – diploma / no degree _____ (# units) x \$1100 = \$ _____ <u>OR</u> : 4 Units for Bible College or University – B.A. (or equivalent) <u>OR</u> : 6 Units for Graduate Studies – M.A. (or equivalent) <u>OR</u> : 8 Units for Doctoral Studies – D.Min., Ph.D., Th.D.	
TOTAL Education Supplement \$ _____	

Step 5

Responsibility Units Supplement	Number of Staff or Volunteers being Supervised				# units x \$1100
	1 Staff, or up to 5 Volunteers	2 - 3 Staff, or up to 10 Volunteers	4 - 6 Staff, or up to 20 Volunteers	7+ Staff, or 30+ Volunteers	TOTAL Responsibility Units Supplement:
Lead Pastor	1	2	4	6	\$ _____
Associate / Assistant Pastor (any ministry)	0	1	3	4	\$ _____
Ministry Director	0	1	3	4	\$ _____

Step 6

Extra Responsibility Units Supplement For things such as overseeing more than two areas of ministry, covering for someone on leave/sabbatical, etc. Suggested amount is \$2,500	\$ _____
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Step 7

Urban Location Supplement For churches located in cities with 75,000 people or more, an additional supplement should be added. Suggested amount is \$5,000.	\$ _____
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Step 8

Extraordinary High Cost of Living Location Supplement For churches located in areas with higher living costs than usual (i.e., housing, food, etc.), an additional supplement should be added at the church's discretion. Suggested amounts: Metro Vancouver \$5,500, Victoria/Fraser Valley \$3,000, and remainder of Canada \$0	\$ _____
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Step 9

RECOMMENDED SALARY TOTAL (Add Steps 1 - 8)	\$ _____
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