

**First Baptist Church Dover  
Senior Pastor  
Job Description**

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First Baptist Church Dover (FBC Dover) is seeking a candidate for a full-time salaried Senior Pastor position.

**General Qualifications**

The general duties and qualifications of the Senior Pastor are those set forth in Scripture for any pastor, as well as those prescribed in FBC Dover's bylaws. This job description is not intended to provide an exhaustive list of the Senior Pastor's duties and responsibilities, but instead, layout the general framework in which the Senior Pastor is expected to function.

The Senior Pastor shall maintain a lifestyle that reflects the foundational truths of the gospel, edifies fellow believers, and glorifies God. He shall seek to perform the duties and fulfill the requirements set forth in scripture regarding the role of a pastor:

**1 Peter 5:2-3** - Shepherd the flock of God that is among you, exercising oversight, not under compulsion, but willingly, as God would have you, not for shameful gain, but eagerly; not domineering over those in your charge, but being examples to the flock.

**1 Timothy 4:11-12** - Command and teach these things. Let no one despise you for your youth, but set the believers an example in speech, in conduct, in love, in faith, in purity.

**1 Timothy 3:1-7** - The saying is trustworthy: If anyone aspires to the office of overseer, he desires a noble task. Therefore, an overseer must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own household well, with all dignity keeping his children submissive, if someone does not know how to manage his own household, how will he care for God's church? He must not be a recent convert, or he may become puffed up with conceit and fall into the condemnation of the devil. Moreover, he must be well thought of by outsiders, so that he may not fall into disgrace, into a snare of the devil.

**Titus 1:5-9** - This is why I left you in Crete, so that you might put what remained into order, and appoint elders in every town as I directed you — if anyone is above reproach, the husband of one wife, and his children are believers and not open to the charge of debauchery or insubordination. For an overseer, as God's steward, must be above reproach. He must not be arrogant or quick-tempered or a drunkard or violent or greedy for gain, but hospitable, a lover of good, self-controlled, upright, holy, and disciplined. He must hold firm to the trustworthy word as taught, so that he may be able to give instruction in sound doctrine and also to rebuke those who contradict it.

There are four essential qualities that must be present in a person who desires to be an under-shepherd for Christ, our Great Shepherd in whom all our needs are met. These are:

- **Diligence:** "being faithful to invest whatever gifts God has given us to maximize our impact for Him"; (Matt 25:22-23, 2 Pet 1:5).

- **Stability:** "the ability to stay with a work over the 'long haul', the ability to stay put when the going gets tough"; (1 Cor 15:58, Isa 33:6).
- **Integrity:** "God must be the first priority and the pastor must be true to Him and His Word". (1 Tim 4:12, Prov 11:3)
- **Conviction:** "Being true to God's Word and Holy Spirit no matter the cost." (Act 6:8, Acts 7, 1 Cor 4:1-2)

The Senior Pastor shall also be compassionate, approachable, trustworthy, genuine, humble, and promote cohesion between all age groups within the church. He shall not micromanage but lead by example and guide and trust other FBC Dover pastors and directors to lead their respective ministries.

### **Specific Qualifications**

- Demonstrate an unwavering commitment and personal loyalty to Christ. (Matt 16:24, Mark 10:21)
- Has accepted God's call into pastoral ministry and been ordained as such; having been examined, to prove according to the qualifications of a Pastor in scripture, that he is qualified. (1 Tim 3:1-7, Titus 1:5-9, 1 Tim 5:22)
- Has a heart to see the body come to know Christ better personally and spiritually. (2 Cor 13:10, Col 1:28)
- Be able to delegate certain duties and train ministry leaders where needed for these duties. (Acts 6:2-4)
- Possess organizational and administrative abilities. (1 Tim 5:17, 2 Cor 9:12)
- Be able to respond to changing needs throughout the life of the church (1 Cor 9:19-23)
- Mature understanding of the scriptures. (2 Tim 2:15, 2 Pet 1:8)

### **Preferred Experience and Education**

- Minimum of 15 years of total ministry experience in a Southern Baptist church
- Minimum of 10 years of experience as a pastor
- Ministry experience in a church with a large body of believers (400-600 active members)
- Graduation from seminary with a minimum of a Master's Degree

### **General Responsibilities**

- **Prayer** - The pastor has an obligation to pray for the church people, their families, for the various ministry activities, and the leaders involved. The pastor also has a responsibility in terms of his own spiritual development, prayer, devotions and relationship with God. (James 5:16, Col 4:1-2)
- **Discipleship and Evangelism** - Primary goal of church ministry is to go into all the world with the Gospel of salvation through Jesus Christ (Matt 28:18-20; Acts 1:8), and to develop people as mature Christians who can effectively use their spiritual gifts for the edification of the body (Eph. 4:12-13, 2 Tim 2:2).
- **Responsibility to the church** - The pastor is accountable to the authority of God as his first and foremost responsibility (Heb 13:17) and secondarily he is accountable to the church for all he does. (1 Tim 5:19)

### **Primary Responsibilities**

- **Pastoral Duties**
  - Ensure that the doctrine being taught is true to God's Word as revealed by the Holy Spirit and is consistent with the Baptist Faith and Message 2000 statement. (1 Peter 5:2, 2 Tim 4:1-5)

- Oversee visitation and outreach, participating when time permits. (1 Cor. 11:1)
  - Direct and oversee the various church ministries (Acts 20:28, Titus 1:5, 1 Peter 5:2)
  - Provide (or direct to) biblical counseling where needed. (2 Tim 3:16-17, Tit 1:13)
  - Increase personal biblical knowledge by attending conferences, taking classes, and praying. (Phil 3:12-14, Ecc 12:12-13)
  - Submit to the Holy Spirit's leading in preparing and delivering sermons and ensuring that all worship services are worthy of the Master. (1 Cor 2:4, Col 1:28)
  - Preside and provide counseling for weddings, funerals, and similar functions consistent with the church's policy as led by the Holy Spirit.
- **Administrative Duties** – Support, assist, and oversee the following:
    - Act as moderator of the church during business meetings.
    - Is the under-shepherd, under the guidance of the Holy Spirit, in keeping with the Word of God
    - Seeks counsel from church leaders such as staff, deacons and ministry leaders as needed for the daily operation of the church and office. (Heb 13:7 & 17, 1 Pet 5:5)
    - Benevolence - Work together with the Chairman of the Deacons to make decisions on matters regarding the need for aid and/or benevolence. (Acts 4:32-35, 1 Cor 12:25)
    - Attend scheduled deacon and staff meetings.
    - Serve as ex-officio member on all committees.

### **Supervision and Accountability**

- Reports to God first and then (collectively) the Personnel Committee and Deacon Officers, as they represent the church under the guidance of the Holy Spirit.

*Note: The above duties are not intended to be an all-inclusive list nor a list with sole responsibility. Our ministry at First Baptist Church Dover is a team ministry. Therefore, delegation is expected, and additional duties may be assigned from time to time as emergencies and other situations dictate.*

Paul said it best in 1 Corinthians 9:19 & 22 (ESV)...

“For though I am free from all, I have made myself a servant to all, that I might win more of them.”

“To the weak I became weak, that I might win the weak. I have become all things to all people, that by all means I might save some.”