

Seattle Pastor Job Description

The role of the Seattle Pastor is to align with the priorities and direction coming from our True Mother through Dr. Balcomb and the American church leadership. These priorities are still being developed but will likely include some of the duties previously fulfilled by the District Pastor. As the Church is still in the midst of restructuring, the Seattle Pastor needs to have the flexibility to adapt to changing conditions.

The main duties will be to grow and develop the church congregation, including assisting in planting new churches, improve existing church ministries including Sunday Service, Sunday School, music ministry, young adult and young marrieds ministries, member care, and especially personal ministry (Tribal messiahship). An effective pastor should develop and work with a local council or some other representatives from the community to develop a strategic vision for our church. Ideally, the Pastor will also be involved in the community and help position the church within the Seattle community of faith.

- 1) Working with the Sunday Service Committee to develop worship service. This includes:
 - i) Assessing and improving the quality of sermons by other pastors and lay speakers.
 - ii) Improving quality of technical components of service.
 - iii) Working with praise team to create warm, uplifting worship environment.
 - iv) Working with building committee to improve quality of physical atmosphere.
- 2) Member care. Actively lead and direct member care activities and committees. This can include:
 - i) Home visitation
 - ii) Interacting with small groups.
 - iii) Care for sick and ailing members.
 - iv) Involve in major life activities like weddings, sung hwa's and other milestones.
- 3) Community Outreach. Evangelism, Interfaith/ACLIC, community involvement
 - i) Develop a program for church development, and in conjunction with the local council/committee leaders, develop a strategy for church growth. Components of a strategy to include:
 - (1) Develop a witnessing program
 - (2) Developing or identifying education materials
 - (3) Help guide and direct interfaith/ACLIC and AFP activities
 - (4) Engage with larger community through involving in local activities and networking with other local (non-UC) leaders
 - (5) Promote greater community involvement through service activities.
- 4) Youth Development and Youth Programming
 - i) Identify and work with Youth Pastor/Youth Leaders on youth programs.
 - ii) Serve as advisor for youth workshops.
 - iii) Work with Sunday School Director to develop Sunday School.
- 5) Family Development
 - i) Identify materials and programming to support family growth and development.
 - ii) Work with Blessed Family Department and Youth Department to support marriage enrichment for young couples.

- 6) Develop and oversee church committees
 - i) A successful church needs a financial base, good facilities, and lay leadership teams. The Seattle Pastor will need to work with the Council /Committee leaders to help foster and oversee committees of lay leaders within the church. Such committees may include:
 - (1) Financial Committee
 - (2) Sunday Service Committee
 - (3) Youth Committee
 - (4) Building Committee
 - (5) Outreach Committee
- 7) Former District Pastor responsibilities
 - i) Although the District system looks like it will be dismantled, some responsibilities will likely remain part of the Seattle Pastor's role. These will likely include:
 - (1) Work with the HQ/Seattle Council/Financial committee to ensure the financial health of the community and potentially oversight over community/District assets.
 - (2) Work with financial committee/local council to provide for financial management and reporting including a budget process, periodic financial reporting to the community, expense reimbursements, etc.
 - (3) Provide leadership in promoting a financial vision for the community, including development and use of financial assets, growing tithing and income, and setting priorities for use of public funds.
 - (4) Pastor will oversee operation of the District Office including supervision of office staff, ensuring quality and accuracy of work products, and maintaining high administrative standards.

EDUCATIONAL REQUIREMENTS

1. College education is preferred
2. Participate in ongoing education and training in organizational leadership as well as pastor/counseling skills.

ATTITUDE AND WORK EXPERIENCE

1. Must be united with current church leadership and church goals.
2. Strong speaking and persuasive skills to lead evangelical outreach a plus.
3. Ministerial/counseling skills and experience.
4. Management experience including personnel and financial.
5. Creative thinking and problem solving skills.

TECHNICAL SKILLS

1. Proficient with Microsoft Word, Power Point and Excel documents
2. Confident and familiar with online communications.

This description in no way states or implies that these are the only duties to be performed by the employee occupying this position. He/she will be required to follow any other job-related

instructions and to perform other job-related duties requested by his/her supervisor in compliance with Federal and State laws.