

Job Description - Lead Pastor

Wabash Friends Church
Wabash, Indiana

The mission of Wabash Friends Church is *Partnering with God to see lives change, one relationship at a time*. Wabash Friends is part of the Indiana Yearly Meeting of the Religious Society of Friends.

Our church is in Wabash, Indiana, located in northeastern Indiana approximately 85 miles from Indianapolis. Wabash County has a population of approximately 32,000 people, with approximately 10,000 people in the city of Wabash.

We are currently seeking a **Lead Pastor** to provide pastoral duties of regular preaching, teaching and visioning; leadership in the administration of a church staff; and pastoral care to the congregation as needed. This position reports to the Coordinating Committee, which functions like a church board of elders.

Position Responsibilities and Results:

- Work with lay-leaders and staff to establish and promote the mission and vision of Wabash Friends Church
- Provide administrative leadership to church staff, church operations, church body
- Regularly communicate the vision of the church to the church body
- Serve as Ex Officio member of the Coordinating Committee (church elder board)
- Set a schedule of preaching with input from staff in developing series outlines and finding creative ways of expression
- Deliver Sunday sermon for all/two services 42 times per year
- Systematic and regular reading and study of Scripture as well as other pertinent material
- Develop, teach, and arrange the membership class/retreat, with topics that include Wabash Friends and Quaker history.
- Lead weekly staff meeting to maintain accountability and coordinate programming
- Serve as Ex Officio member of Trustees, Ministry & Oversight, Stewardship & Finance, and other committees; provide input to decisions regarding the setting of policy, personnel, programs, major purchases or initiatives, and insuring that those decisions are implemented through contact with staff and leadership
- Work with leaders and committees of Indiana Yearly Meeting of Friends as appropriate
- Provide leadership to Pastoral Care Minister and pastoral care team, in providing pastoral care to those in the community and body including those who come to the church office, and hospital and home visits.
- Provide guidance in times of crisis, pre-marital counseling, etc., or insure that those needs are met or referred to the Counseling Center
- Work in conjunction with Small Groups coordinator to develop adult classes and small groups
- Direct the hiring process for church staff
- Report to Coordinating Committee in monthly meetings with that committee
- Plan, help lead and attend annual leadership meeting/retreat with Staff, Coordinating Committee, and Ministry & Oversight

- Lead annual staff planning retreat
- Regular involvement with Missions Committee to coordinate with that committee and its work in the world
- Retreat for one week per year for study and planning

Expectations & Qualifications:

- Must profess Jesus Christ as a personal Savior
- Must exhibit this profession through a lifestyle of a growing faith and commitment to the Holy Scriptures (Bible) as a guide for faith and practice.
- Must have a minimum of five years of successful ministry experience, preferably some of which as Lead Pastor.
- Must have a Bachelor's degree in Ministry, Divinity, or a related field. Master's Degree is preferred.
- Must become a member of Wabash Friends Church.
- Must have strong interpersonal communication skills and the ability to empathize, comfort and encourage, and inspire others.
- Must have strong oral communication/preaching skills and the ability to teach through a sermon.
- Must be a visionary with the ability to lead others in that vision
- Must be sensitive to the needs of the local community and to the contemporary world beyond.
- Must have a basic understanding and be affirming of Indiana Yearly Meeting Friends faith and practice
- Must have basic computer proficiency in Microsoft Office software and a functional knowledge of online communication is needed.

Work Schedule: This is a full-time, exempt, pastoral position, requiring a minimum of 40 hours per week, with a regular schedule of four weekdays plus Sunday (7:30 AM-end of services).

Physical Demands: The ability to talk, hear, see, reach, bend, stoop, lift, sit for extended periods of time, are essential to this position.

More Information: To learn more about Wabash Friends Church, our vision, and our ministries, please visit our church website at www.wabashfriends.org.

To view the *Faith and Practice of the Indiana Yearly Meeting of the Religious Society of Friends*, please visit this link: <https://www.iym.org/newpage>

Cover letters and resumes can be sent to M&O Clerk, Pat Byers at pat@iym.org