

Lead Minister Job Description

Overview

Our mission at Naperville Church of Christ (NCOC) is to connect relationally, grow spiritually and share our faith. Our congregation is culturally and economically diverse and geographically dispersed throughout the Chicago area.

NCOC is a highly engaged and spiritually diverse congregation that expects to be challenged in a safe environment that encourages all members to continue to learn and to grow spiritually.

Job Summary

The Lead Minister is the senior-most role under the Eldership.

The Lead Minister will provide spiritual leadership to the congregation by preparing sermons, teaching, preaching and leading worship services on Sunday morning and other times during the week, as applicable. The preaching and teaching will be focused on spiritual growth and building depth of Biblical knowledge and understanding with day to day practical application. He will work with the elders and other ministry leaders in coordinating ministry programs, reaching out to members and supporting those in spiritual or physical need, all in keeping with the NCOC mission. The Lead Minister must also be oriented around the practical aspects of running a church such as managing office staff, leading ministry meetings and a general awareness of financial considerations.

The Lead Minister must spend time developing and nurturing his own relationship with the Lord through study, prayer and meditation. He must take a lead role in discipleship - leading others to lead others. He is to be available to the congregation in and around scheduled services. He is to be involved in the lives of members and build those relationships. He must be organized and have a disciplined work ethic.

Responsibilities & duties

- Preparing and presenting research-based sermons and Bible lessons to the congregation to meet their spiritual needs

- Collaborate with the elders and ministry leaders and participate in the strategic planning for the church

- Actively participate in or lead a "Community/Small" Group

- Contribute to the team spirit of the staff, leadership, and congregation through fellowship, encouragement, cooperation, disciplined planning and execution, and prayer

-Provide leadership, mentoring and encouragement for the Youth/Family Minister and other Ministry leaders and facilitate monthly ministry meetings

-Evangelize and participate in outreach initiatives given the location and nature of the congregation

-Provide direct management and oversight for the office and support staff

-Participate at special occasions and other congregation "life events" such as weddings, funerals, etc. managed with church commitments.

-Act as a community spokesman and ambassador for the church to the local communities served by the Naperville church, building local connections and presence.

-Be open to outside speaking events and activities ,i.e. Lectureships, Retreats, Camps, Youth Rallies, etc, -- coordinated and managed with church commitments.

-Maintain office hours and accessibility to the congregation while establishing appropriate personal boundaries in order to nurture his marriage and family life.

-Continue to pursue his personal educational and spiritual development with support and encouragement from the elders.

Skills & Qualifications

-Strong communication skills to inform, persuade and comfort the congregation; these skills are also important to communicate with church staff and the media if necessary.

-The ability to keep sensitive information private and confidential when working with individual members to better counsel and comfort church members in times of crisis; He should respect a member's privacy during and after counseling.

-Organizational and management skills to work with the church administration as well as the Ministry leaders in a timely manner.

-Strong moral character to give a good Christian example to the congregation.

Education and Experience requirements

A Bachelor's degree is required; preferably in theology, divinity, Christian learning or related field.

Ideally, five or more years experience ministering in a culturally diverse congregation.