



We're not just for Lutherans!

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JOB DESCRIPTION

POSITION

PASTOR- LUTHERAN CHURCH OF GUAM & TENDER SHEPHERD PRE-SCHOOL

PURPOSE

The Pastor is to provide a solid Bible-based spiritual and pastoral leadership to the unique, multicultural membership of the Lutheran Church of Guam. The congregation consists of multicultural residents and a transient military population where a small minority of the congregation is not Lutheran, and open communion is served. This is reflected in our church slogan, "We're not just for Lutherans." The Pastor will serve as the chief administrator of the congregation so that it might fulfill its mission and purpose as the body of Christ. The Pastor will preach, teach, and administer the Sacraments and provide leadership in ministry.

KEY SKILLS DESIRED

In order to best serve the unique congregation of LCG, we seek a relational pastor who has experience and/or interest in ministering to a diverse population. The pastor should be able to oversee the administration of programs and ministries while remaining accessible to congregants and open to actively participate in the community. Experience working with a military community or other transient population is helpful. The most desired gifts of the new Pastor are vision, execution, and administration, as a high priority of the call will be to execute the congregation's mission statement.

SUPERVISION

The Pastor serves under the supervision of the Church Council.

RESPONSIBILITIES

Subject to review and adjustment in conjunction with the Church Council, the following constitute the major responsibilities of the Pastor:

- To serve the congregation as an example of Christian conduct; to endeavor earnestly to live in Christian unity with the members of the congregation and fellow workers; and by the grace of God to do everything possible for the edification of the congregation and the up-building of the church in Christ.
- Regularly preach, and teach the Word of God in its full in its full truth and administer the Sacraments in the congregation.

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JEREMIAH 31:10

- Plan and lead all worship services in conjunction with the Worship & Music Committee.
- Develop and supervise the adult education of the church with direct responsibility for Sunday morning classes and curriculum, midweek studies, conferences and retreats for continuing and specialized education.
- Officiate at special services such as weddings, funerals, nursing home services, etc., providing appropriate preparation and support.
- Provide pastoral care through visitation, counseling, and prayer
- Supervise the communication of the church program to the congregation by overseeing preparation of weekly bulletins, regular updates, newsletters and writing press releases.
- Working with the Tender Shepherd Committee and Director, and leading weekly “Children’s Chapel” for pre-school students, while ministering to both multi-cultural teachers and students. The Pastor should expect to interact with children and parents throughout the day, and not be bothered by the sounds of children at play and rehearsing for various programs. (Note: Tender Shepherd needs a pastor who loves children and models Christ’s example when around them).
- Oversee and support the administration and management of all areas of the congregation's ministry in consultation with the Church Council and appropriate boards, committees and staff. This oversight and support includes, but is not limited to:
 - Assisting the Finance & Development Committee in ensuring that the church remains in good financial health, with solid accounting controls in place. This includes developing and administering an annual budget, and leading financial drives and programs as needed.
 - Assisting the Fellowship Committee in coordinating and fostering Christian fellowship amongst the congregation.
 - Supervising and assisting the Youth Director and Sunday School Director in developing the educational program, ministering and providing fellowship opportunities with the church’s youth.
 - Assisting the Evangelism & Stewardship Committee in the implementation of outreach ministries for the un-churched, inactive members, and new residents of our community with the good news of the Gospel of Jesus Christ. This should include coordinating mission trips and other opportunities for members to serve locally and afar while working to promote, educate, and advocate responsible biblical stewardship in the congregation.
 - Directing the assimilation of new members into the life of the congregation in conjunction with the boards, committees and organizations of the

congregation; and to instructing a new member's class as deemed necessary.

- Coordinate with the property committee to ensure the church facilities are functional and in good repair.
 - Participate in the screening and hiring of non-ordained staff, the calling of ordained staff, and in the selection of church officers while providing training as needed.
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- Evaluate the evolving needs of the congregation and work to strengthen the present program in keeping with those needs. This includes the evaluation of the staff, in conjunction with the Church Council.
 - Recruit and train our lay pastors in evangelical preaching, teaching, counseling and administration, meeting on a regular basis.
 - Oversee and promote congregational benevolence and mission through ongoing synodical support and by meeting community needs as they arise.
 - Guard and promote faithfully the spiritual welfare of the members of the congregation, in particular to instruct the catechumens, both children and adults in the Word of God.
 - To encourage all organizations and ministries of the church to carry out their work with an emphasis on welcoming others to participate in the mission work of Christ.
 - Take appropriate referrals when necessary and quickly respond to crisis situations which arise in the congregation.
 - Participate in Guam Ministerial Association and/or other Local Ministry Group and Community Groups

WORKING CONDITIONS

The position of Pastor requires great flexibility in hours available for work, including evenings and weekends. The pastor should be in the office a sufficient amount of time for accessibility to members of the congregation and for regular communication with members of the church staff. The Pastor is encouraged to take a regular day off each week.

The pastor will be given three weeks' vacation annually (including three Sundays) plus an allowance of one week for continuing education (including one Sunday). It is important that the pastor take time regularly for rest and relaxation in order to be fully equipped for the rigors of this call.

ATTACHMENTS

Please see the attached "Congregational Profile" for a detailed description of our congregation demographic, mission, and vision.

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