

# **PLANT PASTOR JOB DESCRIPTION**

## **Providence Church**

The role of the Plant Pastor (PP) is to oversee the life and direction of [Plant Name] under the direction and leadership of the Elders of Providence Church. This requires a firm grasp of the beliefs, ministry philosophy, and overall DNA of Providence and the ability to align staff and key leadership teams with its mission, vision and values. The PP will offer pastoral leadership to the plant and ensure the systems, practices and policies of the church responsibly and effectively support its ministry activities.

The Plant Pastor will be responsible for:

### **1. Modeling Biblical Priorities**

Responsible for modeling Biblical priorities and staff values of Providence Church. The PP should pursue a growing personal relationship with Christ and model a strong relationship with his spouse (if married) and children (if applicable). The PP strives to fulfill his purpose in life and ministry while demonstrating humility and integrity in words, relationships and actions.

These objectives are accomplished by:

- Committing to a daily quiet-time with God.
- Participating in a small group on a regular basis.
- Setting appropriate boundaries to protect character and integrity.
- Identifying and protecting weekly times of prayer.
- Developing personal evangelism opportunities within and outside the church.
- Growing in generosity.
- Adhering to and encompassing the qualities and characteristics required of Providence employees, as defined by the Employee Handbook.

### **2. Pastoral Responsibilities**

Responsible for leading, equipping, shepherding, teaching and caring for the people of [Plant Name]

These responsibilities are accomplished by:

- Developing volunteers and lay leaders to lead ministry through training and coaching.
- Providing care and counseling to individuals within the congregation.
- Administering church ordinances.
- Conducting weddings, funerals, baby dedications, etc.
- Providing a solid, biblically based teaching ministry through oversight and training of group leaders.
- Modeling missional living and training others to do the same.

### **3. Pre-Launch – Lead Launch Preparation Activities**

Responsible for working with the Executive Pastor and Senior Pastor in casting vision, building a launch team and finalizing/executing a Launch plan.

These objectives are accomplished by:

- Becoming saturated with the ministry philosophy, ministry playbook and DNA of Providence Church.
- Working with the Executive Pastor in carrying out the details of the launch plan with excellence.
- Recruiting, building and training a core team, launch team and volunteer ministry leaders.

#### **4. Post-Launch - Strategic Leadership and Planning**

Responsible for championing Providence's mission, vision and values at the plant location. The PP will assist the Executive Pastor in strategic planning and staff coordination in the execution of the church's mission and vision. The PP will lead the campus in accomplishing annual objectives and key goals established collectively by the PP and Executive Pastor and approved by the Elders.

The PP will provide the catalyzing challenges and activities which allow [Plant Name] to remain true to its mission and vision. This leadership and input will be provided through many activities including:

- Implementing an intentional staff meetings strategy to clarify and execute [Plant Name]'s objectives and key goals.
- Monitoring and reporting the pulse of the congregation through research and evaluation of attendance, giving, small group participation, baptisms, volunteer engagement, community transformation, etc.
- Ensuring staffing, facilities and programs are appropriately and effectively aligned to best meet strategic goals and Providence plant ministry model.
- Managing plant budget and providing oversight and direction in the large variety of financial functions of the church including: cash flow, contributions, payroll, leases and budget development.
- Fulfilling other pastoral/administrative duties (weddings, funerals, baptisms, child dedications, counseling, etc.) or other tasks which might not be considered part of the normal job description.

#### **5. Post-Launch - Oversight of Campus Worship Experiences**

Responsible for ensuring that all worship experiences are executed with excellence. The PP displays excellent communication skills, the ability to make sound decisions, high level networking and relational strengths that enhance each worship experience.

These objectives are accomplished by:

- Delivering relevant, Biblical messages when called upon.
- Teaching and leading in small, medium and large group settings.
- Planning and executing worship and other creative elements to complement the teaching in each ministry environment.

#### **6. Post-Launch - Staff/Volunteer Supervision and Development**

Provides leadership to the Plant staff and volunteer teams. The PP will lead, evaluate and mentor existing staff in their areas of ministry and prioritize future staffing needs.

Includes the following responsibilities:

- Supervising the Plant staff leadership team as it relates to day-to-day ministry and operational activities.
- Overseeing the recruiting, training and development of the core team and plant ministry leadership teams.
- Empowering staff and volunteer leaders to lead the ministries and operations.
- Providing coaching to the staff in the design and implementation of all church ministries, including periodically evaluating appropriate changes to organizational structure to reflect ministry strategy.

## **7. Post-Launch - Transitioning to Autonomy**

Provides leadership to transition [Plant Name] to autonomy at a time in the future as agreed upon by the Providence Elders. The PP will lead [Plant Name] under the guidance, oversight and coaching of the Senior Pastor and Executive Pastor through the various phases as defined by the Providence Plant Ministry Model. By the end of Phase 3, the Plant Pastor will become the Lead Pastor of [Plant Name].

Includes the following responsibilities:

- Developing [Plant Name] founding documents (Statement of Faith, Value, Mission, Vision)
- Attaining 501c3 status
- Developing operational documents (bylaws, employee handbook, staff values, etc.)
- Developing Central Services (Finance, IT, Facilities, Communications) or budgeting to pay for Providence Central Services.