



Shalom Mennonite Congregation

A Congregation of Mennonite Church USA

POSITION DESCRIPTION

POSITION: Pastor – Formation and Community Care

A pastor at Shalom covenants with the congregation to give leadership based on Shalom's Mission and Vision. They work as part of a Pastoral Team, sharing many common pastoring responsibilities of worship, pastoral care, and the administrative activities that accompany them. Each pastor also has a specific area of focus that is at the intersection of their strengths and the congregation's needs.

The Pastor – Formation and Community Care brings to the pastoral team a particular call and charge to lead Shalom's ministries of spiritual formation among children, youth, and adults, as well as ministries of care for one another and the broader community.

In Spiritual Formation, they will work together with the Formation Team to shape its goals including formation hour, alternative activities, MYF plans and leadership, as well as shaping worship according to those goals as part of pastoral and worship teams. They will also be ex-officio on the Safe Congregation Team.

In Community Care, they will work together with the Pastoral Care Team to facilitate care and visitation teams, small groups, church retreats, or other ways of building "meaningful relationships and cultivating diverse community connections." They will also attend to the Hospitality and Community Building Team as a direct liaison with pastoral team.

As part of the Pastoral Team, they will have regular leadership in worship including preaching and prayers of the people, emphasizing the roles that suit their preferences.

Support and Accountability:

Pastoral Team: Collaborative accountability with fellow team members to collectively meet the pastoral needs of the congregation.

Personnel Committee: The Personnel Committee will conduct yearly evaluations, including input every third year from the congregation.

Supervisor: Pastor meets regularly with the Lead Pastor for supervisory support and accountability.

Tasks:

I. Spiritual Formation

- a. Lead Shalom's overall strategy for children, youth, and adult formation, working closely with the Formation Team chair, various formation coordinators, and other Ministry Team leaders to name goals and strategies and work to accomplish them

- b. Shape Formation Hour and alternatives, working with Formation Team, teachers and coordinators of all age groups
- c. Offer pastoral support and collaborate with leaders of age-specific programs (children, youth, and adults) as well as cross-generational programs (i.e. Sunday worship, mentoring, Kinfolk)
- d. Ex officio member of Safe Congregation Team

II. Pastoral Care

- a. Work with other pastors and Pastoral Care Team to coordinate Pastoral Care responses for all age groups.
- b. Personally respond to Pastoral Care needs including follow-up on prayer requests and visitation needs
- c. Facilitate Visitation Team and Care Teams
- d. Serve on Pastoral Care Team

III. Community Building

Work together with Ministry Teams including Pastoral Care, Hospitality, and Mission and Service in their work to “build meaningful relationships and cultivate diverse community connections” through

- a. Ensuring follow-up with visitors and new attenders
- b. Coordinating relationship-building opportunities within and across generational groupings
- c. Being a pastoral resource in facilitating small groups
- d. Giving pastoral oversight to church retreat planning

IV. Worship

- a. Preach 1-2 times every 2 months (or as negotiated with Pastoral Team)
- b. Share in rotation with other pastors
 - i. Worship Planning Team representation
 - ii. Weekly worship oversight
 - iii. Monitor / Lead Rituals
 - iv. Lead Prayers of the people

V. Pastoral Team

Share in bi-weekly staff meetings covering:

- a. Overall coordination of congregational life, ministry planning, and communications.
- b. Attentiveness to mission and vision
- c. Worship planning
- d. Pastoral Care
- e. Personal and area-specific check-ins

VI. Churchwide Involvements

- a. Share responsibility of attending CDC annual meetings, MCUSA assemblies
- b. Participate in CDC online pastor-peer gatherings
- c. Help communicate CDC / MCUSA initiatives to the congregation

VII. Community Involvements

- a. Build various community relationships aligned with specific areas of focus, and as determined appropriate by the Pastoral Team and/or Administrative Council

Mission and Vision: Shalom Mennonite Congregation is a welcoming and inclusive community rooted in Jesus' radical call to love, justice, and peace. We seek to grow our welcome and inclusion as we deepen our spirituality, build meaningful relationships, work for peace and social justice, and cultivate diverse community connections

Expected Ethical Standards: Pastors are expected to maintain high personal ethical standards, many of which are outlined in *A Shared Understanding of Church Leadership*. Pastors commit to Shalom's congregational covenant and our congregational policies, including our statement of inclusion of people who identify as LGBTQIA+ and our Safe Congregation Policy. All pastors are required to pass a criminal background check. (shalommc.org/inclusion) (shalommc.org/safe-congregation-policy/)

Hiring Practices:

Shalom Mennonite Congregation welcomes and is intentional about diversity. Shalom will not discriminate in the hiring or selection of staff and ministry leadership based on: age; ability; race or color; sexual or gender identity, expression, or orientation; national origin; culture; marital or parental status.

Qualifications:

Experience: Previous experience as a pastor is highly preferred

Education: Minimum of an applicable Bachelor's Degree with a commitment to Anabaptist principles; strong preference for a Seminary degree or enrollment in a Seminary degree program

Physical Requirements: Being able to physically meet the demands of pastoral duties.

Workload

This is a 1 FTE position with benefits. We concur with MCUSA's suggestion that it is reasonable to expect a full-time pastor to work 40-50 hours per week; 10-12 productive blocks of time (morning, afternoon, or evening) throughout the week. Monthly time sheets may be submitted to or requested by the Lead Pastor.

Compensation:

Shalom Mennonite Congregation follows the MCUSA Pastor Salary Guidelines for pastor's compensation. A Covenant of Understanding respective to the specific pastor and position is provided by a separate document.

Signatures and Date

Administrative Council Chair

Date

Pastor

Date

2021-1.1