

**Lead Pastor Job Description**  
*Calvary Church, St. Peters, Missouri*

**Effective Date:** November 12, 2025

**Title:** Lead Pastor

**Classification:** Full-Time, Exempt

**Benefits:** As indicated in the Employee Handbook

**General Purpose:** The primary purpose of this position is to inspire and guide the vision, broader culture, and overall ministry of the church in a way that is aligned with the Scriptures, values, statements of belief, and culture of the church, in conjunction with a strong team approach to leadership. The Lead Pastor will accomplish this purpose through five major responsibilities:

1. Committing to prayer
2. The preaching and teaching of the Word
3. Visionary leadership
4. Pastoral shepherding of other leaders and congregants
5. Missional engagement

**Reports To:** Elder Board

**Supervises:** Strategic Operations Pastor, Transformational Ministries Pastor, Executive Team Administrative Assistant, Teaching Team.

**Works With:** Elder Board, all staff

**Leadership Values:**

- Models and protects the purity, unity, and faith of the congregation as outlined primarily in the Scriptures and secondarily in the Bylaws of the church.
- Champions the transformation and discipleship of lay leaders, both women and men, to live out the vision of the church.
- Shepherds the mission, vision, strategy, and outreach of the church so that all generations and all people have opportunities to live out their faith in Christ and share it with others.

- Practices clear, candid, appropriate, and timely communication with the church and staff.
- Demonstrates humility in public and private, in peace and conflict.

## Key Responsibilities

### 1. Commit to Prayer

- Personally practice and guide the congregation into a vibrant prayer life.
- Utilize Elders, Pastors and lay leaders to effectively develop prayer ministry.
- Prayerfully inspire vision, overall direction, and values in a broad range of settings.
- Prayerfully lead the development of strategies that will fulfill God's comprehensive calling for Calvary in collaboration with Elders, Staff and Congregation.

### 2. Preaching and Worship

- Prayerfully and discerningly craft worship services, including the sacraments, in conjunction with the Worship Director and Teaching Team.
- Provide strong expository, Christ-centered pulpit ministry so that gospel-oriented, biblical truth is taught and applied to transform lives.
- Lead and supervise the rotation of preachers so that the congregation experiences a broader team of preachers and special speakers.

### 3. Visionary Leadership

- Champion the Calvary Church *Transformational Profile* and model the purity and unity of Christ.
- Work collaboratively with elders and staff to define and inspire vision, overall direction, and values across church and community settings.
- Engage with church leaders and staff in the process of planning strategic directions for the church.
- Lead and supervise the Staff Executive Team to function collaboratively and model healthy interactions.
- Assume the final responsibility for the leadership of the whole staff and all outcomes – including development, training, goal-setting, and relationships.
- Be actively involved in the recruitment, retention, and review of all staff in conjunction with the Staff Executive Team and Personnel Team.
- Maintain healthy, working relationships in a team environment with elders, staff, and the congregation, promoting the unity of the church and respecting other members' giftedness and unique abilities.

#### 4. Pastoral Shepherding

- Define, direct, and monitor the monthly shepherding of the congregation by the elders, pastors, and other shepherding leaders.
- Create and pursue a specific plan of discipleship for elders and staff so that they are well-suited and equipped for the responsibilities of their positions.
- Champion discipleship strategies for the congregation to equip the people of Calvary to live out their faith and extend Christ's teachings to others.
- Oversee the implementation of church discipline with grace, wisdom, and biblical integrity in conjunction with elders and pastors.
- Disciple the congregation in biblical generosity and model financial giving to Calvary.

#### 5. Missional Engagement

- Be a model of evangelistic and missional witness to the congregation, thereby increasing the witness for Christ in the greater St. Charles County, community, and world.
- Encourage and work with other local church pastors to build the unity and witness of Christ in the surrounding community.
- Maintain relations with EFCA bodies on issues of common interests.

#### 6. Additional Duties

- Work with the Chairman and Vice-Chairman of the Elder Board to create monthly agendas for the Board and the annual training of potential board member candidates.
- Assume the final responsibility for the regular monthly ministry report from the Staff Executive Team to the Elder Board.
- Other duties as assigned.

### Qualifications

- Strong devotional life.
- Meets biblical qualifications of an elder along with specific values of the church.
- Master of Divinity (or equivalent) or higher from an accredited evangelical seminary, preferred.
- Acceptance of biblical theology as outlined by the EFCA.
- At least 10 years of proven ministry leadership experience in a large growing church with multiple staff, preferred.
- Champions the vision of Calvary Church without hesitation.

- Highly effective communicator as affirmed by multiple generations and peoples.
- Ability to work effectively with different teams within the church, along with strong conflict resolution skills; able to take criticism that may not always be warranted while pursuing peace as much as possible.
- Demonstrates humility and grace, with a willingness to accept responsibility for own failures and failures of the staff that may not be of his own making.
- Serves as an example of a loyal friend and family member, who can properly balance the obligations of professional and private life.
- Demonstrates Christian unity with other church leaders from different ethnicities and backgrounds for the furtherance of the Kingdom.

**Review:** Reviewed annually by the Elder Board