



ECO

**A Covenant Order of
Evangelical Presbyterians**

Pastor/Head of Staff

First Presbyterian Church, Sibley, Iowa

Position Title: Pastor/Head of Staff

1. **Overview:** We are looking for a Pastor/Head of Staff that is called by God to serve in a thriving, rural community. First Presbyterian desires a shepherd that will challenge us to grow spiritually in knowledge and maturity and to assist us in continuing to develop our discipleship skills. The congregation is longing for Biblical messages with a down-to-earth relatable delivery. The congregation is deeply invested in our youth, so a qualified individual must be able to relate to and reach all people. The Pastor/Head of Staff is responsible for leading, encouraging, and supervising the staff, which includes a FT Youth Pastor, FT Administrative Assistant, PT Office Assistant, and PT Custodian.
2. **Responsibilities Specific to Sibley Presbyterian Church**
 - a. **Preaching:** the pastor needs to be able to explain the word of God and preach engaging messages.
 - b. Plan, lead, and preach at special services including, but not limited to, Maundy Thursday, Thanksgiving, Christmas Eve, and Ash Wednesday.
 - c. **Serve as Head of Staff and Moderate Session**
 - i) Meet weekly with the Youth Pastor and Administrative Assistant to discuss activities of the ministry, to coordinate and give encouragement, and pray.
 - ii) Train, provide spiritual leadership to, and maintain a strong, positive working relationship with Session (currently there are 11 elders), Deacons, and church leadership.
 - d. Hold regular office hours at the church with an open-door policy.
 - e. Provide counseling for people of all ages.

- f. Be a shepherd to the congregation including participating in visitation and delivering sacraments to shut-ins, nursing home residents, and hospitalized.
- g. Build relationships within the congregation and community.
- h. Be involved in the Osceola County Ministerial Association (OCMA).
- i. Attend presbytery meetings, national gatherings and participate in a covenant group
- j. To have (if there is) spouse/family attend regular worship services and religion classes to model worship by example.

3. **Qualifications:**

a. **Godly Character**

- i. Confess Jesus Christ as Lord and Savior
- ii. Hold the Bible as the inspired word of God not to be changed or veered from.
- iii. Be a minister of prayer and the Word, sensitive to how the Spirit is leading, devoted to daily prayer and Bible reading.
- iv. Seek to undertake pastoral duties in the power of the Holy Spirit.
- v. Be respected and have a good reputation in your dealings past, present, and future.
- vi. Exhibit the fruits of the Spirit in your personal life and ministry (Galatians 5:22-23) - love, joy, peace, forbearance, kindness, goodness, faithfulness, gentleness and self-control.
- vii. Model servant leadership – lead by example.

b. **Academic & Denominational**

- i. A Master of Divinity degree in agreement to Reformed Theology.
- ii. Possess excellent written and oral communications and organizational abilities.
- iii. Conducts oneself in a professional manner as a church representative.
- iv. Adherence to the Essential Tenants of ECO, ECO's creeds, and doctrines. <https://eco-pres.org/wp-content/uploads/ECO-CONSTITUTION.pdf>
- v. Be (or become) an ordained ECO pastor.
- vi. Exhibit sound servant leadership skills, effective conflict resolution, and reconciliation strategies.

c. **Personal**

- i. Relational—have a heart to care for people, including the unchurched. Be available, approachable, and treat others with gentleness and love.
- ii. Communication—communicate clearly, concisely, energetically, and in a loving and biblical manner, again to all ages.
- iii. Collaboration – work with others, listen, evaluate, consider suggestions, and be kind and respectful in all interactions.

- iv. Peacemaking— skillfully and tactfully unite people with varying perspectives to advance harmony and achieve common goals.
- v. Visionary: looking and planning to the future.

4. **Employment Status:** Full-time.

5. **Compensation and Benefits:**

- a. Housing type: Manse, utilities paid.
- b. Cash Salary – dependent upon experience and education
- c. Health Insurance for individual or family

6. **Work Location:** First Presbyterian Church, 601 Sixth Avenue, Sibley, Iowa 51249

7. **Contact Information:** Please email resume to
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