

PREACHING MINISTER JOB DESCRIPTION  
ELLENSBURG CHURCH OF CHRIST  
ELLENSBURG, WASHINGTON

**JOB:** Preaching Minister

**PURPOSE:** The church in Ellensburg is looking to fill a part-time position as a preaching minister to serve the Lord with a passion and sincere love for God. This ministry promotes growth in relationship with the Lord, relationships with one another, and outreach to the lost. The purpose is to glorify God in word, worship, and daily lives equipping the saints for the work of ministry, and for the edifying of the body of Christ.

**SCOPE OF RESPONSIBILITY:** The Preacher will work within the vision and mission of the Ellensburg church; their life must be a model that demonstrates the Christian faith, setting an example of Christian behavior at all times.

**RESPONSIBILITIES:**

**1. Pulpit/Teaching**

- a. Prepare and present Bible-based sermons for Sunday assembly.
- a. Deliver quality biblical, theological, and pastoral sermons that apply to daily life.
- b. Teach a Sunday A.M. adult class or coordinate with others for this role.
- c. Lead a bible study at Wednesday P.M. service or coordinate with others for this role.
- d. Conduct personal bible studies with individuals interested in learning more about Christ within the congregation and the community.
- a. Provide a weekly preaching schedule that includes themes and Scriptures in advance to facilitate a unified worship and increase effectiveness in worship planning and creativity.

**2. Outreach**

- a. Devote time to study, ministry, visitation, teaching, counseling, and meeting with members, visitors, or guests.
- b. Seek to foster healthy relationships with other local preachers.
- c. Develop relationships outside the Church and the community specifically targeting young families and college students.
- d. Conduct funerals, weddings, etc. for Ellensburg church of Christ members.
- e. The preacher is encouraged to spend time with church members in need and the community, building relationships that may lead others to Christ.

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**3. Management**

- a. Be involved in planning ministry/congregational activities that reflect Biblical objectives.
- b. Work with church leaders to establish written goals for the ministry program along with a detailed plan for accomplishing goals and review annually.
- c. Spend daily time in Bible study and prayer.
- d. Meet regularly and participate fully in team meetings with the church leaders concerning administrative matters and communicating with church leaders concerning contacts, activities, issues, concerns, and needs.

**4. Counseling**

- a. Spiritual counseling as needed:
  - i. Pre-marital
  - ii. Grief
  - iii. Informal counseling
  - iv. Spiritual guidance

**General Information**

- Position title: Preaching Minister
- Reports to: Church Leaders

**Education, Training, and Experience**

- Four-year bachelor's degree required along with training in biblical studies, Christian ministry, and preaching is required.
- Additional advanced degrees are seen as a benefit.
- Continuing education while in this role is encouraged.

**Knowledge, Skills, and Abilities**

- Excellent people and interpersonal skills.
- Passion for preaching and people.
- Excellent knowledge of the Bible and the ability to apply biblical principles to current culture.
- Ability to communicate verbally and in writing clearly and concisely.
- Ability to inspire, guide, and motivate.
- Passion for ministry and Christian service.
- Passion for evangelism, missions, and missional living.

**Personal Qualities**

1. A Strong Faith – The preacher must demonstrate a passionate faith in God and be personally committed to spiritual growth and that of all members of the congregation. He must possess a strong commitment to the lordship of Christ, the leading of the Spirit, and the authority of Scripture.
2. A Love for Family – The preacher must lead, love, and serve their family faithfully. Our young people must see this model of the Christian family portrayed by our preacher.

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3. A Love for This Church –The preacher, spouse, and children at home must committed and positive members of the fellowship of believers at this congregation with an appreciation for its unique heritage and traditions.
4. Relationships – The preacher must have the desire and ability to establish healthy, strong personal relationships with church members. This includes building rapport between the Preaching Ministry and other ministries of this church.
5. Continuous Personal Growth – The preacher must possess a deep desire for continuous personal growth. Examples of activities that might be pursued to achieve personal growth include personal study, meditation time alone with God, attending conferences, seeking the counsel of other ministers, and seeking the counsel of the church leaders.
  
6. Wisdom in the Face of Criticism – The preacher will use personal wisdom as well as the wisdom of others to effectively deal with and manage the inevitable criticism that is a part of public life and work to maintain a sense of humility and non-defensiveness.

**Office Hours**

1. Office hours will be maintained three days per week to support the spiritual growth of the church body and the Ellensburg community and will be coordinated with church leaders.

**Salary and Benefits** – Total annual compensation - \$67,800

1. Salary - \$3,000 per month (\$36,000 annually).
2. Housing and utilities (\$30,000 annual value)– The church-owned parsonage (newly remodeled) and utilities (power/gas/water/sewer) will be provided for use by the preacher.
3. Medical expenses - \$600.00 will be reimbursed each year to help defray medical costs. This amount will not be carried forward.
4. Education - Up to \$1,200 will be reimbursed each year for education expenses. This amount will not be carried forward.
5. Taxes/Social Security - All taxes and Social Security will be paid by the preacher.

**Oversight/Management**

1. The preacher will meet with the church leaders at their regularly scheduled meetings.
2. The preacher will coordinate with the established committees to ensure activities and goals are integrated into their overall ministry goals and plans.

**Termination**

Neither Party shall terminate this contract unilaterally without at least thirty (30) day notice.