

# **Job Description**

## **HCC Pastor**

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## About Huntingdon Community Church

Huntingdonshire Community Church is a lively, community-based church committed to loving God and loving people - as disciples of Jesus Christ we want to live generously within our community, seeking to inspire hope and release potential in lives and communities across Huntingdonshire. This is underpinned by our values: Christ Centered, Relationally Connected, Community Focused and Life Transforming, with a passionate commitment to the work of the Holy Spirit and the Word of God in our lives.

Our Sunday morning services are held at a local school, Cromwell Academy in Hinchingsbrooke, and throughout the week a growing network of small groups meet locally in people's homes and on-line. As well as hosting a range of church activities such as our Youth and family-based outreach, the Church Centre at 83a on the High Street is also our base of operations. The Church Centre is also used by a wide variety of community and counselling services who hire space as part of partnership arrangements. Huntingdon Area Money Advice, Choices Counselling, Narcotics Anonymous, Bedazzle, Cambridge Deaf Association, Road Victims Trust, Thrive Youth Work Huntingdon, Huntingdon Psychological Wellbeing Service and a number of private counsellors have all partnered with us.

HCC is made up of around 50 committed adults, 20 young people and 15 children, with a broad range of ages, cultures and backgrounds. The church is a registered charity (no.803355) with a senior pastor, five trustees and five part-time paid and voluntary staff team members.

## Main Purposes of the Role

The Pastor will be responsible for leading on day-to-day operations concerned with the growth and care of the church family. Together with the Core Leadership Team and the Senior Pastor they will develop and deliver a clear strategy and plan for the growth of the church and that will strengthen pastoral care and nurture a vibrant and authentic spirituality and expression of church that meaningfully engages with all.

The Pastor will be mentored and supported by the Senior Pastor who has responsibility for HCC and other churches in the region. The Pastor will focus on connecting and sharing Jesus with the local community through Word and action, and growing life-long disciples within the church. They will be expected to develop a strong presence in the local community as well as playing a prominent role in most Sunday services and other meetings. They will be responsible for leading and caring for a number of ministry teams who serve the church, and in nurturing the growth and development of ministry leaders.

The Pastor will be open to generous hospitality, living locally to the heart of Huntingdon.

## Duties and Responsibilities

The duties and responsibilities of the role include but are not limited to the following. Certain responsibilities and activities may be delegated but the role retains overall responsibility.

### Leadership

- Together with the Trustees, Core Leadership Team and the Senior Pastor, demonstrate ownership of, and a passion for, the vision and values of the church: setting vision, rhythms, values and structure for church life that strengthen the church for its mission.
- Be a strong presence in the local community as well as being prominent in the church.
- Lead, grow and develop the Core Leadership Team and Ministry Teams<sup>1</sup> with passion and enthusiasm for service, and motivate and empower others working with them.
- Proactively and constructively engage with the Core Leadership team and the Senior Pastor regarding day-to-day activities as well as strategy and planning.
- Ensure that events and projects operate within agreed budgets and proactively engage support when needed to overcome any challenges that may arise.

### Church Life

- In collaboration with the Senior Pastor, setting preaching themes and teaching series and engaging suitable speakers, and agreeing and communicating the Church calendar.
- Provide a passionate, encouraging and consistent leadership presence at Sunday services and mid-week meetings.
- Encouraging and developing pastoral care and whole life discipleship across the church.
- Plant, nurture and grow the network of small groups.
- Pioneer outreach and discipleship pathways from the community into the life of the church.
- Encourage a safe, warm and welcoming environment in the Church Centre with office staff and partners, and all church meetings.
- Oversight, promotion and development of Church Centre use and involvement in management of the building.
- In liaison with a variety of team leads, setting and managing rotas for Sunday services and other meetings (e.g. speakers, worship leaders, musicians, service locations, audio-visual, etc.).
- In collaboration with the Core Leadership Team, plan and deliver a variety of courses and events.
- Line managing and developing staff direct reports well and in line with policy.

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<sup>1</sup> We currently have a variety of leadership and ministry teams including: Core Leadership Team, Preaching Team, Prayer Team, Worship Team, Pastoral Care Team, Small Group Leaders Team and Youth and children's ministry teams.

- Participate in supervision, training and meetings as required, and assist in the development of the staff team in line with agreed development plans.
- Oversight of volunteer management.

## General

- Be responsible for your own spiritual growth, personal development and learning, and serve under the authority and guidance of the Senior Pastor and the Trustees.
- Attend meetings and liaise with colleagues as required.
- Attend training relevant to the role.
- Comply with all relevant Health & Safety and Safeguarding policies and regulations.
- Act as an ambassador for the church within the local community.
- Ensure compliance with internal quality assurance and safety standards.
- Undertake any such duties, appropriate to the grade and character of the work, as directed by the charity from time to time.
- Be responsible for personal learning and development, and keep up to date with relevant legislation, policy and practice, and other literature relevant to the role.
- Be an authorized official for Registration of Marriages conducted at the Church Centre.

## Person Specification

The Pastor will be able to demonstrate that they:

- are living in an active personal walk with God and relationship with Jesus Christ and are baptised in the Holy Spirit.
- have a passion for the word of God, prayer, worship, discipleship and sharing the Gospel.
- have suitable theological understanding and biblical knowledge.
- can relate to a wide spectrum of people and create a community with purpose.
- communicate clearly and effectively - strong in verbal and written skills with the ability to inspire, assure and impart vision.
- Are able to delegate tasks effectively and appropriately, while retaining overall responsibility for task output
- are approachable, warm and confident in manner, able to lead and facilitate teams and groups, are organized and good at planning, and work well within a team environment.
- are confident and engaging in front of a congregation and can engage well with both small and large groups.
- teachable, with an inner security in God, and an appetite to keep learning and growing.

- can hold both the bigger picture, with multiple parts, along with an eye for detail.
- are servant-natured, willing to do whatever task needs to be done when necessary.
- have strong Word, Excel, PowerPoint and Outlook mail, diary and task management skills.
- are of good character, trustworthy, and have done nothing historically that would bar them from holding this position.

There is a genuine occupational requirement that the post-holder is a Christian.