

**POSITION: PREACHING MINISTER
ELMWOOD CHURCH of CHRIST**

Overview Description:

This minister fosters knowing Christ by teaching and creating opportunities for people to encounter the risen Christ and follow Him for a lifetime. This minister makes Christ known by using gifts of preaching, teaching, and evangelism to present the message of Christ at each Sunday morning worship assembly.

General Responsibilities:

The preaching minister plans and preaches sermons each Sunday that will spiritually nourish, encourage, and prompt the congregation to walk more closely with Jesus. The person in this role also works with the worship deacon/ministry leader to plan and carry out weekly worship assemblies.

Specific Duties:

1. Present lessons that inform and challenge the congregation to be like Jesus and to serve by application of biblical principles.
2. Plan topics and worship order for each Sunday morning assembly in cooperation with the worship deacon/ministry leader and worship servants. This includes communicating a sermon title and reading to the worship leader and church secretary early in the week so that the planning is coordinated.
3. Follow the leading of the shepherds to preach on specific topics related to the vision for the congregation, specific needs or opportunities, etc.
4. Make any “family business” announcements as necessary and related to and appropriate for congregational knowledge. (additions to prayer list, Pack the Pulpit, Christmas for Everyone, baptisms, needs for help, service opportunities, family milestones, recognition of family visitors or former members, etc.)
5. Provide discussion questions for LIFEgroup leaders.
6. Consult with the preaching advisory group for ideas and feedback representing different parts of the congregation.
7. Meet and talk with any member who desires a one-on-one meeting.
8. Baptize people who have decided to become Christians.
9. Conduct funerals and weddings for member families if schedule permits.
10. Give at least a month’s notice to the staff elder of vacations or other planned absences. Make sure the staff elder knows which days each week are planned as days off. Find an appropriate substitute for missed events, classes, etc., particularly Sundays and Wednesdays. In emergencies, work to find last-minute replacements and notify the staff elder immediately.
11. Attend Elmwood leadership team meetings.
12. Serve under the leadership of the elders.