

Ottawa Mennonite Church  
Job Description for Supply Pastor

Accountability: The supply pastor is accountable to the congregation as expressed through the leadership of the council in an ongoing way.

In keeping with the Believers' church tradition, we subscribe to the priesthood of all believers, in which everyone is responsible for furthering the kingdom of God. We call an individual to service among us to both lead and enable us in our opportunities and responsibilities for service. The supply pastor's role among us will be expressed in the following ways:

1. Meaningful Sunday Morning Worship Experiences
  - a. OMC is seeking a person who will invest in an ongoing and enriching worship life of the congregation. The pastor is encouraged to use a full range of congregational gifts in the development of these worship experiences.
  - b. The Supply pastor would likely be responsible for at least half of the Sundays in terms of bringing a message and coordinating alongside the worship and ministerial committees.
2. Visitation and pastoral care
  - a. As a congregation we are moving into and through a transition time. The supply pastor will attend to the congregation in a supportive way providing space for listening and encouragement while recognizing that the search process takes place.
  - b. The Supply pastor will be available to tend to individuals if and when needs in this area arise as well as supporting significant life transition moments like baptisms, weddings and funerals.
3. Leadership development and encouragement.
  - a. Where possible the Supply pastor will endeavor to encourage and support lay leaders in active involvement in the ministry of the church.
  - b. Ministry in this area will lead to OMC being a place where individuals find resources, encouragement, experiences and teaching that fosters a healthy spirituality and inspiring relationship with God. The supply pastor will fulfill a role as Animator, Facilitator and Teacher and will bring spiritual and faith resources, energy and leadership to the planning and organizing of the congregation's decision-making, programs, and life.
4. Administration
  - a. The Supply pastor will provide support and direction to the administration of the office of the church.
  - b. The supply pastor will have be an ad hoc member of the church council.
  - c. The supply pastor will be a resource to the Youth and Young Adult minister. This is a supportive role not an oversight function which will be taken by the church council for this staff person.

The congregation is inviting the Supply pastor to fulfill the aforementioned elements of work in a 1.0 FTE (Full-time) role. It is expected that some negotiations and lowering of number/expectation may be necessary for the congregation if a candidate is not able to take a full-time role. The congregation may negotiate with the pastor for less FTE.

This arrangement would end 12 months following the date of start, but is renewable, with the provision that either party may end the arrangement giving the other party at least 1 month of notice. Individuals who apply for this role will not be considered for the permanent role.