**SAMPLE Position Description for the Pastor Serving Lutheran Church**

The Letter of Call articulates the ministry of Ordained Deacons:

*As a minister of Word and Service you are to exemplify the servant life and seek to equip and motivate others to live such a life. You are also to seek to empower, equip, and support all the baptized people of God in their daily lives of witness and service. Further, you are to carry out this ministry in accord with the standards and policies of the Evangelical Lutheran Church in America. In so doing, you shall be diligent in the study of Holy Scripture, in use of the means of grace, in prayer, in faithful service and in holy living.*

It is the intention of Lutheran Church to call all its deacon to share in the ministry of the gospel, as articulated above AND to lead specific areas of ministry as their major responsibilities, for this Deacon, it will be (e.g. Outreach, Christian Education, Worship, Stewardship, Youth and Family, etc.)

**OR**

And in addition to the above, in the hours that we have agreed upon, our shared goals for this year include: (developing-leading-implementing a ministry/program;

#### Supervisory and Support Relationships

Supervision provided by (e.g. church council, senior pastor, etc.) Support provided through mutual ministry team (or pastoral support team, etc.)

The Deacon will provide support and supervision for (list staff or volunteers they are to directly supervise)

#### Core Competencies& Performance Goals

A covenant of behavior will be agreed upon and signed at each retreat. (congregational retreat or staff retreat)

An annual performance process will be done each year which will include work priorities that align with the priorities of the congregation.

#### Qualifications

Required: approved candidate for ministry through the ELCA and NW MN Synod, with an MA or M.Div. and a background check

Preferred: experience with volunteer training and leadership, and non-profits; musical abilities

Standard: faith in Jesus Christ; excellent written and oral communication skills