

Antler River Watershed; Horseshoe Falls; Western Ontario Waterways Regional Councils

Community of Faith: Position Description Worksheet

PURPOSE: To provide information about the Community of Faith's expectations of their ministry personnel.

Who uses it: Communities of Faith in gathering their profile information for ChurchHub.

Community of Faith: Byron United Church

Regional Council: Antler River Watershed

Date: 2026 August

Position Title: Senior Pastor

Position Profile: ☒ Full-time ☐ Part-time Hours per week: 40 hours

☐ Solo ☒ Team ministry If team, describe full ministry complement:

Ministry Complement includes a Minister of Pastoral Care (Congregational Designated Minister (CDM)), a Sunday School Coordinator, a Youth Leader and a Music Director.

☐ Supervised Ministry Education (SME)

Position Summary:

The Senior Pastor at Byron United Church provides spiritual leadership to our dedicated, diverse and growing community. The role will prioritize preaching, teaching, pastoral care, discipleship and leading a collaborative team. All aspects of this role are completed through prayer and discernment.

At Byron United Church "Jesus Christ is Lord" in our worship, fellowship, discipleship, ministry to one another, and mission to the world. We believe that holy scripture is inspired by God, and is both true and transformative for today's world. The love of the Triune God changes people's hearts, attitudes, and actions, filling us with His purpose, joy, and fellowship. The Senior Pastor plays a central role in developing those beliefs through ministry leadership and congregational support.

Autonomy in Decision-Making:

Byron United Church supports their Senior Pastor through a dedicated group of volunteers serving as Trustees, members of the Leaders' Board and members of Session. The Church is well staffed with an Administrator, a Bookkeeper, Communications Coordinator, Sunday school Coordinator, Youth Leader, Music Director and a Facilities Coordinator/Custodian. While the Senior Pastor is ultimately responsible for the day-to-day work of the church, he/she is well supported by both volunteers and staff members. Collaboration and teamwork have been key to our ministry.

Principal Areas of Responsibility and Associated Duties:

Please note that as this is a United Church template, the categories are listed alphabetically. Order of current priorities are listed.

Administration – Priority #4

We have a full-time Church Administrator, a hard-working Vice-Chair of the Board, a dedicated Treasurer, a paid Communications Coordinator and we have recently contracted a part-time bookkeeper. We expect our Pastor to ensure e-mails and phone messages are dealt with promptly, and prepare for and attend meetings of our Session, Leaders' Board, and Element Team meetings. Our Pastor also participates in weekly staff meetings and other church planning meetings as necessary. Different lay leaders are responsible for recruiting volunteers for upcoming events and service on their teams.

Community Outreach and Social Justice – Priority #5

The Senior Pastor oversees an active team of volunteers in their mission to reach the community and serve others.

In addition to our Byron Cares Food Bank, we provide volunteers and/or support to numerous local ministries including but not limited to the A.A. groups that meet at the church, Southdale Chaplaincy Christmas gifts, socks for the Men's Mission, Ark Aid (meals and resources), Youth for Christ, and Salvation Army Christmas Kettles. In addition to local partnerships, we support national and international organizations including Cruxifusion, Canadian Foodgrains Bank, and many other life-changing ministries. Our Benevolent Fund is administered by the Senior Pastor to help people requiring urgent financial assistance.

We make ongoing efforts to share the Good News of Jesus Christ with neighbours and invite them to connect with God through the life of the congregation.

For the last two years, we have held evangelism weekends with extra worship services including guest preachers, lots of testimonies, and invitations for people to give themselves to the Lord and come forward for prayer. Our 2026 weekend, "Good News for Life," included our current Moderator, Rev. Dr. Kim Heath.

Continuing Education – Priority #7

Our Senior Pastor is expected to pursue ongoing spiritual and leadership development, including furthering his/her professional goals, in consultation with the Ministry & Personnel Team. Money is budgeted each year for this purpose.

Denomination and Communities – Priority # 9

We expect our Senior Pastor to attend and/or support participation in regional council gatherings as needed and report significant information from those to the congregation. Traditionally, our pastor has lunch 4 or 5 times each year with clergy from the other churches in Byron (Anglican, Roman Catholic, and Community Church). These congregations all support our Byron Cares Food Bank.

Faith Formation and Christian Education – Priority #2

Our Senior Pastor is expected to lead by example in preaching and teaching that centers on Jesus as Lord, includes relevant scripture, and helps people grow in their personal relationship with Him. This includes support for our numerous small groups, and encouragement for the programs for our children and youth.

Leadership – Priority #3

We require a Senior Pastor who exhibits a deep personal relationship with Jesus and is led by the Holy Spirit. The Senior Pastor is responsible for the support and direction of the work of paid staff that report directly or indirectly to him/her. We expect him/her to uphold Byron United's core values and encourage the diversity of our multi-national congregation. Our Senior Pastor works collegially with the members of the Leaders' Board and other congregational leaders, delegating and sharing leadership appropriately, and encouraging and supporting others to share their own gifts for ministry. He/She should periodically share visions and ideas for initiatives with the appropriate leaders and not be afraid to take risks by trying new things. This includes building on the work of our three Growth Teams (Church Growth, Spiritual Growth, and Volunteer Growth), to help develop leaders for Christian service and ministries inside and outside the congregation.

Pastoral Care – Priority #8

Pastoral care is currently the primary ministry of our Congregational Designated Minister (CDM), with the support of the Senior Pastor, ministering to bereaving families, those in hospitals, nursing homes, shut-ins, and others who meet with the CDM at the church. In

addition to private pastoral care, the CDM also provides short-term pastoral small groups for those grieving the loss of a loved one. Visiting Elders, small group members, and church friends also provide pastoral care to members. The Prayer Team and Prayer Chain members regularly receive prayer requests from members. The Senior Pastor often provides pastoral care to the dying, and to the immediate family around the time of death.

Self-care – Priority #6

The Senior Pastor is expected to work a flexible 40 hours/week, and to make up for overtime by taking lieu time. Lay leaders, the Ministry & Personnel Team, and others regularly ensure that the minister is feeling supported and appreciated. The Senior Pastor is supported to ensure that he/she is able to prioritize his/her spiritual, physical and emotional health. Any special self-care needs expressed by the Senior Pastor or staff are carefully considered.

Worship – Priority #1

Our one-hour Sunday worship service (10:00 AM) is Spirit-filled and joyful. It is expected that worship always focuses on the Triune God and the Good News of Jesus Christ through our music, scripture, prayers, preaching, and occasional testimonies. The Senior Pastor works with staff and volunteers to plan Sunday services and worship times that foster a deepening personal relationship with the Triune God. The Senior Pastor and CDM spend 30 minutes or more leading up to worship connecting with people as they arrive in the sanctuary. The Senior Pastor administers sacraments (Baptism and Holy Communion) and provides for new members to be received two or three times each year.

Required Knowledge, Skills, and Abilities

Education:

Member of Ordered Ministry

Experience:

Multi years of ministry leadership experience in a collaborative team setting would be an asset.

Skills and Abilities:

- Spiritually mature follower of Jesus
- Sensitive to God's presence and voice; leads with prayer
- Gifted preacher, teacher and leader

- Strong interpersonal and communication skills; approachable, humble and collaborative
- Supportive and engaged within and beyond the church community
- Ability to relate to all ages and cultures
- Empathetic leadership and pastoral care
- Fair conflict resolution; team player
- Comfortable with digital tools including email, Zoom, etc.
- Lifelong learner