

BOARD OF ELDER POSITION DESCRIPTION

General Overview: Titus 1:5 and 1:9, Acts 20:28, I Peter 5:1-4, Acts 20:28-31, James 5:14

- Ultimate responsibility and authority to see that the church remains on a true course biblically, that is members are being appropriately shepherded, that the body is being fed through insightful and accurate biblical teaching and that the life of the church is being well managed with the assistance of other competent and godly leaders.
- Care about the spiritual and physical well being of members, regularly praying for the sick.
- Guard body against harmful influences, confronting those who are contradicting biblical truth or continuing in a pattern of sinful behavior.
- Shepherd the body at Praise Community Church (PCC) by being an example or role model. Encourage and consult with key staff and members.

Specific Duties:

- Provide Spiritual Oversight
 - Confront false teaching and behavior contradictory to biblical truth.
 - Review and evaluate teaching and curriculums for biblical accuracy and consistency with PCC values (Children's Ministries, Bible Studies, Youth Ministries, etc.).
 - Set and/or review policy (i.e., divorce, alcohol, homosexuality, etc.).
 - Attend/support sub-ministry events.
- Shepherd the Flock
 - Participate in Step 3 of Matthew 18 process.
 - Direct people into appropriate process for guidance, assistance, problem resolution.
 - Respond to letters/phone calls from body/staff/public.
- Manage the Church of God
 - Encourage staff and volunteers.
 - Conduct staff and support staff interviews.
 - Conduct exit interviews with people holding major staff positions.
 - Conduct annual review of Lead Pastor.
 - Delegate work to assistants, staff and/or outside experts.
 - Leverage experience by working with outside leadership and churches (Willow Creek Association, consultants, etc.).
- Pray for the Sick
 - Attend monthly elder prayer meetings.
 - Visit the sick at home or in hospital in special circumstances for private counsel.

Qualifications (1 Timothy 3:2-7 and Titus 1:6-9)

Board of Elders Position Description

Above reproach

Lead by example and demonstrate a lifestyle free from patterns of sin.

Husband/Wife of one spouse

If married, must be devoted spouses.

Temperate

Self controlled; enslaved to nothing, free from excesses.

Prudent

Sober, sensible, wise, balanced in judgement; not given to quick, superficial decisions based on immature thinking.

Respectable

Demonstrate a well-ordered life and honorable behavior.

Hospitable

Unselfish with their personal resources; willing to share blessings with others.

Able to teach

Able to communicate truth and sound doctrine in a non-argumentative way.

Not addicted to wine

Free from addictions and willing to limit their liberty for the sake of others.

Not pugnacious or quick tempered

Gentle, patient, and able to exercise self-control in difficult situations.

Uncontentious

Not given to quarreling or selfish argumentation.

Free from the love of money

Not stingy, greedy, out for sordid gain, or preoccupied with amassing material things.

Manage own household

Have a well-ordered household and healthy family life.

Not a new convert

Not a new believer; has been a Christian long enough to demonstrate reality of their conversion and depth of their spirituality.

Good reputation with outsiders

Well-respected by unbelievers and free from hypocrisy.

Not self-willed

Not stubborn, prone to force opinions on others or abuse authority; they must be servants.

Loving what is good

Desire the will of God in every decision.

Just

Desire to be fair and impartial; their judgements must be based on scriptural principle.

Devout

Devoted Christ followers seeking to be conformed to His image; committed to prayer, worship, the study of Scripture and the guarding of their own walk.

Holding fast to the faithful word

Stable in the faith, obedient to the Word of God; continually seeking to be controlled by the Holy Spirit.

Spiritual Gifts Needed:

- Discernment

Board of Elders Position Description

- Leadership
- Encouragement
- Wisdom
- Mercy

Recommended Characteristics/Skills:

- Confidentiality
- Spiritual maturity
- Able to exhort in sound doctrine
- Excellent interpersonal skills
- Excellent communication skills
- Team player

Time Commitment:

- Monthly elder's meeting
- Monthly elder's prayer (first Sunday of the month) prayer before Sunday services.
- During serious issues, which require immediate and intense effort, the hours required can reach 10+ per week. This may occur one to two times per year.