

Pastor Job Description – Kanata Community Church

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Position Overview

The Pastor is a servant leader called to nurture the congregation by faithfully preaching and teaching the Word of God, administering the sacraments, and providing spiritual leadership. This person also equips the congregation for discipleship, mission, and community service, helping the church live out its calling to love God and love others. The Pastor will lead the congregation through their own spiritual gifts, relational connections with congregants and the community, and through mirroring a Christ-like love to all.

Annual performance evaluations are conducted by the chair of council and a delegate from the administration committee.

Key Responsibilities

Pastoral, Congregational Care and Engagement

- Offer compassionate pastoral care through visitation, counseling, presence, and prayer.
- Model a community presence by engaging with local organizations, neighbourhood initiatives, and community events.
- Support and encourage ministry that reaches beyond the church walls into the local community and global mission.
- Help demonstrate commitment to connect the church within the association we belong to.
- Meets regularly with other local pastors.
- Collaborate with church leaders and the pastoral care team.

Spiritual Leadership and Preaching

- Proclaim the gospel of Jesus Christ as Lord of all creation, connecting Scripture to contemporary social, cultural, and ecological realities.
- Lead worship in collaboration with the worship team that has been both deeply rooted in reformed theology and is open to contextual creativity.
- Willing to be creative and experimental in “how we do church”.
- Nurture a community of disciples who embody the faith in their homes, workplaces, and public engagements.

Leadership and Administration

- Practice ministry grounded in humility, mutual learning, and shared leadership.
- Cultivate respectful, reciprocal relationships, guided by the principle of “Christ With Us.”
- Equip the congregation to recognize and celebrate the gifts and wisdom present in all people.
- Work collaboratively with church leaders and staff to discern and carry out the church’s mission to be an inclusive, engaged, and authentic church.
- Participate in council meetings and retreats and contribute to strategic planning and visioning.

- Help to identify people's skills and encourage volunteer involvement, leadership development and healthy ministry teams.
- Provide oversight to the church office administrator.

Discipleship and Teaching

- Work collaboratively with church leadership, and ministry teams to discern priorities and evaluate mission impact.
- Prioritize community well-being and spiritual vitality over numerical growth or institutional expansion.
- Working with church leadership, to lead new member classes, pre-baptism and pre-profession of faith learning opportunities and other faith formation activities.

Personal Characteristics

- Personable, approachable, empathetic, emotionally intelligent, demonstrates fruits of the spirit. Flexible and able to build trust with people of all ages.
- Open to learning, collaborative and committed to personal learning and spiritual growth
- Demonstrates integrity, discretion, and healthy boundaries including willingness to sign and follow code of conduct.
- A believer that the diversity of congregants (in every way) and that all 'stages' of faith are equally important to the life and health of the church, and intentionally creates safe spaces for marginalized

Qualifications

Spiritual & Theological

- Demonstrate a mature, disciplined spiritual life rooted in prayer and Scripture.
- Demonstrate commitment to the authority of Scripture and the Gospel of Jesus Christ.
- Flexibility and openness to deeper and alternative approaches to interpreting scripture, including diverse voices and practices of other denominations and traditions.
- Demonstrate a commitment to reconciliation, justice, and collaborative leadership.
- Have a creative approach to celebration of sacraments, especially communion.

Education & Training

- Master of Divinity (M.Div.) or a demonstrated competency in leading congregations.

Skills & Competencies

- Effective preacher and communicator, plain speaker.
- Compassionate, emotionally intelligent, and pastoral.
- Able to lead collaboratively and empower others.

- Highly organized, with strong time management and follow-through.
- Creates an environment of releasing people for ministry within a framework for accountability.
- Has skills and gives priority to mentoring other leaders as a way to expand missional reach.
- Energizing / Inspirational / Hospitable.
- Has an appreciation of how different styles of music can be incorporated into a service.

Compensation & Benefits

- Salary commensurate with experience and personal need.
- Benefits may include housing allowance, pension, medical coverage, continuing education funds, and vacation / sabbatical policies.