

**Valley Community Baptist Church  
Elected Leadership Roles and Responsibilities**

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**Title:** Church Chairman

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**Ministry:** Elder

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**Purpose of Ministry:** To provide oversight of the entire congregation.

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**Purpose of Position:** Scripture commands Elders to be shepherds of the local church of God, over which the Holy Spirit has made them overseers (Acts 20:28; Ezekiel 34, 1 Peter 5:1-3). Jesus models this role as the Chief Shepherd of His Church (1 Peter 5:4; John 10:1-18; Psalm 23; Ezekiel 34:11-16). The term “Elder” has the same Greek root as “pastor.”

The Church Chairman shall be the Chairman of the Elder Board, shall direct the work of the Elder Board, and shall preside at the Congregational meetings. This includes meeting weekly with the Senior Pastor, developing the agenda for the Elder Board meetings, and running the Elder Board meetings.

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**Qualifications:** As a growing committed disciple of Jesus Christ who will:

1. Model Christlike behavior to the congregation: 1 Peter 5:3; 1 Timothy 4:7, 16. It is unlikely that the congregation will progress any further in spiritual maturity than its leaders have progressed. Paul says, “Follow my example as I follow the example of Christ.”
  2. Love the people under their care: 1 Corinthians 13. Prior involvement in a deacon-like ministry preferred. Demonstration of prior ministry involvement is required.
  3. Meet the qualifications of 1 Timothy 3:2-7 and Titus 1:6-9.
  4. Demonstrate knowledge of the Word: This includes successful completion of a doctrinal study of key biblical truths.
  5. Demonstrate godly wisdom.
  6. Involvement in a teaching ministry: this can take a number of forms, for example leading a Community, small group or mid-week course, or one-to-one discipleship.
  7. Participate in an accountable, life-on-life relationship.
  8. Regularly attend worship, be involved in the body life of the church.
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**Key Working Relationships:**

- The Church Chairman reports to the Congregation.
- The Church Chairman is responsible to oversee the ministry of the church and work directly with the Senior Pastor and Executive Pastor.
- Elder Board.

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- Ministry**  
**Responsibilities:**
- To know the congregation
  - To protect the congregation
  - To feed the congregation by teaching God's Word
  - To lead the congregation (also rule, govern)
  - To pray for the congregation
  - Preside over Congregational Meetings
  - Direct the work of the Elder Board
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**Estimated Time** 4-8 hours per week  
**Commitment:**

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**Term of Office** One Year  
Term begins July 1

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