

North Shore Alliance Church

Lead Pastor Search Profile

July 2024

This document has been created to provide prospective pastoral candidates a fuller understanding of North Shore Alliance Church and the type of Lead Pastor the church is seeking to hire.

This is the guiding document for North Shore Alliance Church Search Team.

Interested applicants may contact the District Superintendent of the Canadian Pacific District of the Christian and Missionary Alliance or the Chair of the North Shore Alliance Church Search Team.

Rev. Mark Peters, District Superintendent
Telephone: 604 372 1922
E-mail: markp@pacificdistrict.ca

Dev Hildebrand, Search Team Chair, North Shore Alliance Church
Telephone: 604 897 3296
E-mail: searchchair@shaw.ca

Table of Contents

1. Executive Summary

I Introduction

3

1. Purpose of this Pastoral Profile
2. Role and Composition of the Pastoral Search Team

II Who Were We? A Brief History of North Shore Alliance Church

4

III Who Are We Now? A profile of the church as it is today

7

1. Overview
2. Congregational Demographics
3. Current Ministries and Church Staff
4. Current Church Strengths
5. Current Church Needs
6. Volunteerism and Participation
7. Why do People Attend?
8. What do you believe is important for a new Lead Pastor to know about NSAC?

IV What is Important to Us?

12

1. Guiding Values
2. Other Core Values

V How Do We Engage our Community?

13

1. A community engagement outward focus
2. City of North Vancouver Information

VI Who Do We Hope to Become?

13

VII What is the Role of the Lead Pastor in Shaping Mission and Vision?

13

1. Options
2. Preferred Option

VIII What Kind of Pastoral Leader Do We Need?

14

1. Summary Statement
2. Character Qualities, Competencies/Skills, Leadership Style

Appendix 1 – The Lead Pastor Search Process for Alliance Churches & Job Description

16

1. Executive Summary

North Shore Alliance Church (NSAC) is now engaged in a Lead Pastor search. In January 2024 the Board of Elders made a decision to pursue an intentional process that would help prepare the church for a pastoral search. After the departure of the Lead Pastor in October 2023 the Board of Elders appointed Rev. Dave Sattler to serve as Interim Lead Pastor. In January 2024 the church engaged the services Rev. Gerald Teichrob - Pathways Forward Transitional Ministry to assist the church as Transitional Coach to assist the church to prepare for the Lead Pastoral Search.

I Introduction

1. The Purpose of this Pastoral Search Profile

- To help present a comprehensive picture of NSAC to prospective pastoral candidates.
- To help the NSAC congregation have a better understanding of itself as a church body and the type of Lead Pastor the church is seeking.
- To help guide the Board, Search Team and congregation to explore God's direction for a Lead Pastor.

1.1 This Pastoral Search profile reflects a process of research, evaluation, prayer, and collaborative exploration with the congregation. Important events of the history of the church have been included to provide both the congregation and prospective pastors with a clearer sense of context and understanding about how the past has shaped the present.

1.2 The description of the type of Pastoral Leadership needed has been developed based on the history, community context, mission/vision and values that have been identified within the congregation. The Character, Competencies and Leadership Style section (page 14) is a summary of the qualities desired in a Lead Pastor.

1.3 The Board affirms that due diligence is vital in this current search process. Spiritual discernment and trusting in the guidance of the Holy Spirit will be key for NSAC in prospective Lead Pastor search.

2. The Role and Composition of the Pastoral Search Team (PST)

2.1 Members of the PST need to understand their role and responsibility in the Lead Pastor search process.

2.2 The role of the PST is to facilitate an effective candidate search for a new Lead Pastor. The PST also conducts an interview process concluding with the presentation of a shortlist to the Board for the final interviewing and candidating process.

2.3 The PST has no executive authority other than that granted by the Board of Elders and must not disclose any information to church staff, the congregation, or applicants without permission of the Board.

2.4 Responsibilities

- Prayerfully discern well throughout the search process
- Ensure a high level of confidentiality
- Be available to serve until a suitable candidate is found
- Be familiar with and adhere to the Lead Pastor Search Process as outlined in the Alliance District Search Manual
- Evaluate candidates solely based on the Lead Pastor Search Profile
- Be aware of applicable human resource regulations
- Perform comprehensive reference checks for shortlisted candidates
- Fully document PST activities
- Provide regular reports on PST work to the Board

2.5 PST Composition

- A minimum of 2 elders plus 3-6 members in good standing from the congregation
- The Board may choose to appoint or have the church membership elect members from the congregation
- Appointed for up to a one-year term, with possibility of extension by the Board
- The Board will appoint the Chair and Vice-Chair for the PST

2.6 Giftedness and Skills

Potential PST members should be evaluated for the following key gifts and skills that will contribute to an effective search and good teamwork:

- Spiritual gifts of discernment, helps, administration, servanthood, and leadership
- A high commitment to confidentiality and discretion in conversations or in handling sensitive documents
- Good research skills and ability to follow search protocols carefully
- Above average listening skills, both verbal and non-verbal
- Ability to work in partnership with others and work to deadlines
- Commitment to a consensus model of decision-making at the search team level
- Confidence in the leadership of the Board of Elders to complete the search

See appendix 1 (page 16) for a list of the required steps in the Pastoral Search Process.

II Who Were We? A Brief History of North Shore Alliance Church

1. Beginnings (1938 – 1969)

The roots of NSAC reach back to a fledgling Sunday School ministry that began in 1938 in Horseshoe Bay, West Vancouver under the leadership of Rev. Robert Birch while working under the banner of the BC Evangelical Mission. As this work continued sisters Connie and Marjorie Pope along with Karen Chalmers joined this ministry and provided independent leadership to this ministry in 1949. They went door to door in the West Vancouver area inviting children to the Sunday School. This Sunday School grew over the years reaching an attendance of 155 children in the mid 1950's. In 1960 a small congregation was formed and began holding services in the community under the leadership of lay preachers from the Brethren movement. The church acquired the Horseshoe Bay Firehall building and became the Horseshoe Bay Community Church. The building was dedicated March 1, 1959. Rev. W.H. Brooks from Tenth Avenue Alliance Church was the guest speaker for this event. In 1966 the church formally joined with the Christian and Missionary Alliance and became West Vancouver Alliance Church. Ministry to children continued to be a major focus; the church operated two buses to collect children for Sunday School each Sunday.

2. Relocation, Struggles, Stability and Growth (1970 – 1990s)

In 1970 the church sold the Firehall and relocated to a new facility on Mathers Road in West Vancouver. This decision precipitated a difficult season for the church as many of the long serving Sunday School teachers did not support the relocation and did not make the move to the new facility. The long-standing Sunday School ministry was reduced to the point where it was barely needed. In addition, access to the church building became extremely limited due to the construction of the Upper Levels Highway. The church struggled for over a decade. There were serious concerns about the church's survival. Attendance declined to 25 people including children. In 1982 the Alliance District Superintendent Rev. Gordon Fowler appointed Rev. Arnie Toews with a clear mandate to provide a strong pastoral leadership role for this long struggling congregation. Rev. Toews did just that. The church changed its name to become North Shore Alliance Church and left its hidden, poorly accessible location to more accessible rented locations that included the Plaza of Nations Hotel and then the North Shore Recreation Centre. The Mathers property was sold and in 1986 construction began on the current church facility. It was during this time that the church went through a process of confessing wrongs committed in the past including apologies to previous pastors for mistakes that were made. During this time, the church experienced steady growth. By 1990 the church had an attendance of 200 people.

3. Major Phases of Church Identity 1990 - present

3.1 A Growing Church on the Move

Rev. Brian Buhler became NSAC's Senior Pastor in 1990. North Shore Alliance experienced significant numerical growth through Pastor Buhler's preaching gift and heart for evangelism. By 1996 the church was holding three weekend services. Additionally, ministry to youth and young adults blossomed growing to an average of 300 people for both groups. The Sunday School program, which was the historic foundational ministry of the church continued

to increase. The church staff was expanded throughout this decade, by 2003 there was an average attendance of 1150 people. North Shore's identity emerged through the late 1990's as a thriving, growing church that was finding its stride with a functional facility and the leadership of a gifted preaching pastor. The major ministry focus developed around weekend services that centred around the preaching gifts of the Senior Pastor as well as effective ministries for youth and young adults.

3.2 A Large Organized Corporate Style Church

The identity of the church moved toward a corporate style ministry as additional pastors and staff were added to supplement and expand ministry initiatives that grew out of the weekend services. The church expanded its scope and impact with dreams of becoming a large-scale ministry centre on the North Shore. This sense of identity began to shift as the church's desire to expand its facility was thwarted due to zoning restrictions and opposition to facility expansion voiced in the neighbourhood. To become a larger ministry, the church would have to consider relocating and embarking upon a significant capital project. This precipitated a re-evaluation of the corporate style identity of the church.

3.3 A Planting Congregation

A new vision emerged to see NSAC become a planting church while continuing as a centre for preaching and evangelism. The church's identity went through a significant shift from that of a successful, large, corporate style church with high quality weekend ministries and support ministries to that of a mother church committed to "giving away" to establish daughter churches. Three daughter churches were birthed in a five-year period. This deeply affected the makeup of the NSAC congregation. Core leaders and pastors went off to these new churches. The hope was that the mother church could continue to be a significant growing ministry centre that would attract new people while continuing to plant additional daughter churches in the future.

3.4 A Mother church with Ongoing Internal Challenges

The identity of church during this planting phase was also shaped by the realization that the support structures and leadership capacities of the church were not adapting effectively to the realities of growth, birth, and loss. In the early years of the new millennium NSAC experienced significant upheaval with several internal struggles, pastoral departures and leadership challenges. These events also contributed to the departure of some people for reasons other than moving on to a church plant. A Solemn Assembly addressed several internal past struggles to find healing and closure for past mistakes and hurts. Pastor Buhler departed NSAC in 2007 and NSAC engaged the services of a Transitional Pastor to help the church navigate its way to a healthier place before searching for a new Lead Pastor. In 2008 Rev. Mark Peters was called to serve NSAC as Lead Pastor.

3.5 A Shift from an Attractional Ministry to a Missional Focus

The season of transition began a process for NSAC to both understand and accept a different sense of purpose and mission. Attendance had declined to an average of 450 people in two worship services. The relationships between NSAC and the diverse church plants began to fade. During this time the church re-discovered its passion and calling to focus on missions - both global and local. Ministry impact to people outside the church as opposed to trying to recover the previous "large church" status became a high value. Pastoral staff were re-deployed to focus on community engagement and service. Internally NSAC leadership identified the need to move to a much more collaborative team-leadership approach to ministry. A Senior Leadership Team (SLT) leadership model was implemented for the pastoral staff. A new Governance model clarified the role of the Board in relation to the role of the pastoral team was implemented. As the Board clarified this vision under the new governance model in collaboration with the SLT, staff were able to unite around NSAC's vision in ways they hadn't under the previous hierarchical model. This unity manifested most clearly in the quantity of missional preaching that NSAC's staff began to do. As the congregation listened to these weekly messages and witnessed the redemptive impact through

ministries such as Coffee Time, they began to embody the clarified missional vision to be a church deeply committed to and engaged in ministry to the North Shore community. Many congregants started getting involved in mission focused ministries, thus adopting the perspective that outreach and evangelism to the “Other” is the task of all Christians, not just clergy. In addition, NSAC continued to be deeply engaged with support for Global Missions, nurturing ministry relationships with several international workers and participating in several short-term mission trips. The church’s financial support for Global Missions has averaged 18% of revenues. (The average for Alliance churches in Canada is 12%) Throughout this time of mission renewal ministry to children, youth, discipleship and worship continued to be a strong ministry focus.

3.6 The Covid and Post Covid Era

In March 2020, the Covid pandemic became part of life in British Columbia. Major restrictions were put in place throughout society which restricted public gatherings including church worship services. The pandemic impacted thousands of local churches causing them to pivot their ministry focus and practises. North Shore Alliance had to adjust to carry on some form of ministry while honouring the required restrictions. One of the ways the church did this was to provide parking lot church services where people could attend a service while staying in their cars. Through this time the church leadership and staff pursued a range of methods and strategies including online worship services to continue to serve the congregation and community. Resilience was evident through this difficult time.

3.7 A Church in Transition

In 2021 Rev. Mark Peters accepted the call to become District Superintendent of the Pacific District of Alliance Canada. His departure precipitated a search for a new Lead Pastor. Dave Sattler and Mardi Dolfo-Smith, the two remaining members of the Senior Leadership Team provided pastoral leadership for the church through this time. In 2021 Rev. Jeremy Rios was hired to serve as NSAC’s next Lead Pastor. This ministry season was marked by appreciation for strong preaching and teaching gifts while at the same time experiencing a significant number of key staff departures. Pastor Rios’ ministry at NSAC concluded in the fall of 2023. Rev. Dave Sattler was appointed as Interim Lead Pastor and the church engaged the services of a Transitional Coach to help the church evaluate its current health and prepare for a Pastoral Search.¹ Throughout this time NSAC continues to focus on its core ministries to the community, the congregation and local and global missions.

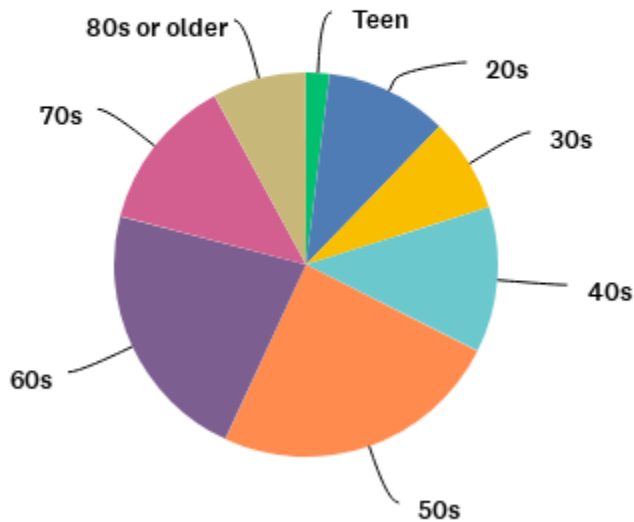
¹ Part of the Intentional Transition Process as guided by the Transitional Coach has been a comprehensive Church Health Assessment. The results of this assessment are included in the section “Who Are We Now?”

III Who Are We Now? - a profile of the church as it is today

1. Overview

North Shore Alliance Church is member church of the Alliance Canada, Canadian Pacific District, Canada. NSAC is an intergenerational, interethnic, inter-socio-economic church congregation of serving approximately 600 people with an average Sunday worship attendance of 400 people in two Sunday morning worship services. There are 164 active voting members.

1.1 Congregational Demographics

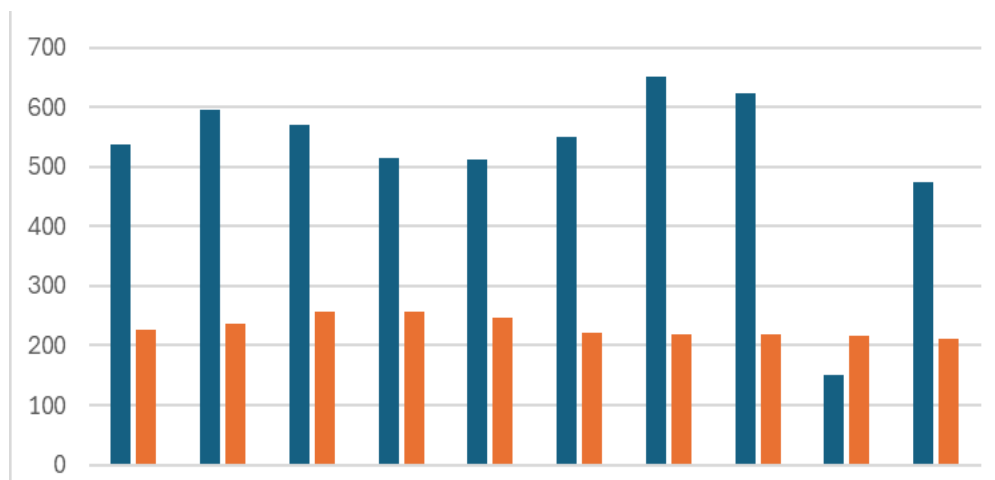


- 35% of the congregation has attended the church 10 years or fewer
- 25% of the congregation has attended for 10 -20 years
- 40% of the congregation has attended the church for more than 20 years

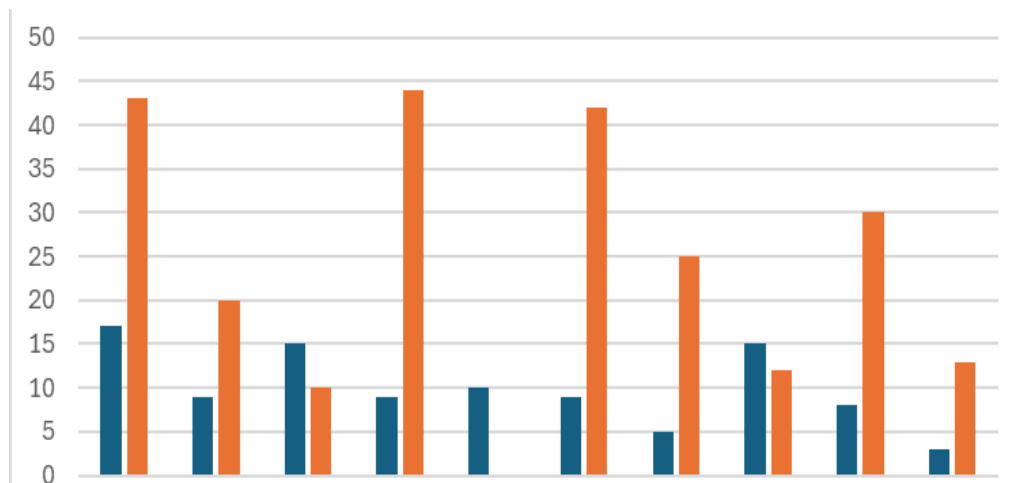
2. Statistics

2.1 Attendance and Membership – 2013 – 2022

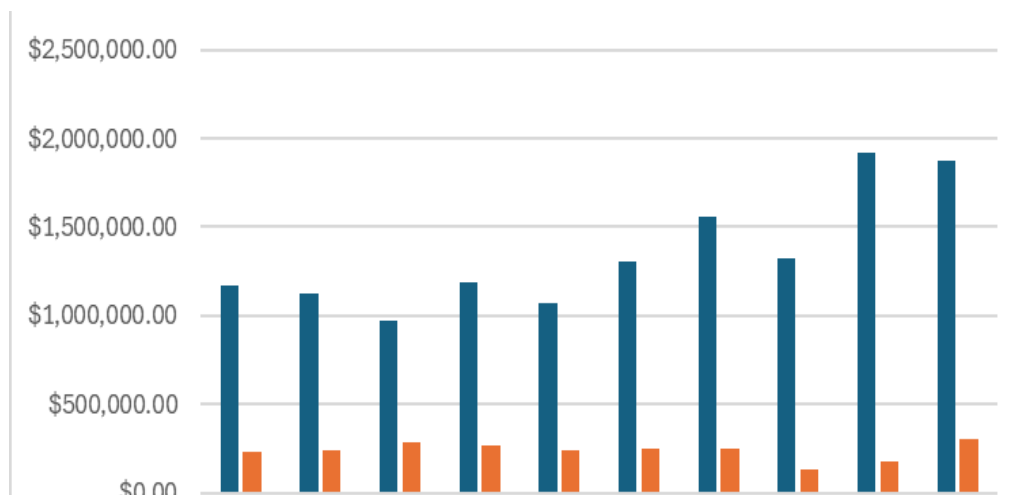
(blue = attendance, orange = membership)



2.2 Professions of Faith and Baptisms – 2013 – 2022
 (blue = baptisms, orange = professions of faith)



2.3 General Fund and Missions Financial Support – 2013 – 2022
 (blue = general fund, orange = missions)



3. Current Ministries and Staff Team

3.1 Ongoing Ministries

- Children’s - nursery to grade 4
- Preteen, grades 5-7
- Youth, grades 8-12
- Young Adults, ages 18-30
- Lamplighters, 55+
- Small Groups
- Creation Care Group
- Women's Ministry
- Coffee Time (Wednesday afternoons)
- Worship - Sunday mornings, 1 Sunday evening/month
- Choir for special occasions

- Prayer Ministries – Sunday, Thursday evening/month
- Prayer Link -email team
- ESL Ministry
- Men's Ministry
- Missions & Outreach Team
- Care Fund
- Care Team
- Library
- A wide range of ministry leadership teams

3.2 Ministries offered occasionally or annually

- Alpha
- The Sanctuary Course
- Grief Share
- Dads & Tots, Moms & Tots
- Pre-Marriage Mentoring
- Summer Camps
- Sports (NSAC soccer, FLO Soccer Camp)
- North Shore Community Christmas Dinner

3.3 Current Church Staff Team

- Dave Sattler – Interim Lead Pastor, Pastor of Outreach
- Anne Thicke – Associate Pastor (Women's Ministry, Senior's Ministry & Prayer Ministry)
- Brendan Dick – Associate Pastor (Young Adults, Men's Ministry & Small Groups)
- Olivier Kavutse – Worship Pastor
- Megan Linton – Preteen and Youth Ministry Pastor
- Ebenezer Joshua – Intercultural Ministries Pastor (currently on sick leave)
- Brenda Martin – Executive Administrator
- Candace Bishop – Children's Ministry Director
- Naomi Peters – Family Ministries Associate
- Kristel Larson – Director of Communications & Technology
- Mary-Louise Sawyer – Administrative Assistant
- Elliot Harada – Technical Coordinator & Videographer
- Christine Dean – Administrative Assistant
- Martha Piraquive – Bookkeeper
- Jeanne Harper - Accountant

4. Current Church Strengths - as identified by the congregation

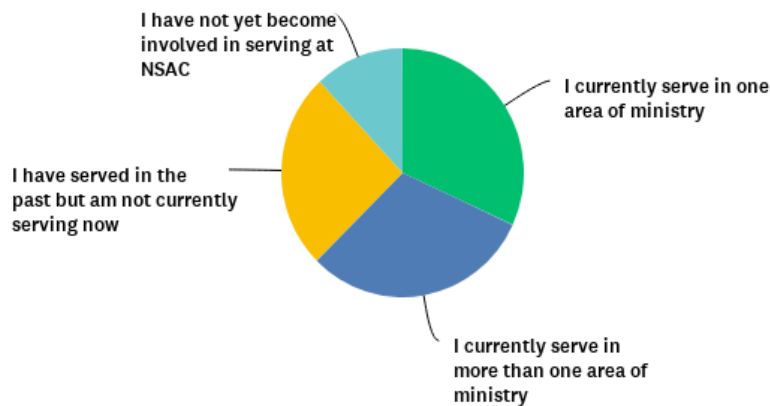
- Our community outreach outward focus
- Our desire to grow spiritually – corporately and personally
- Our Interim Lead Pastor and Staff Team and our commitment to support them
- Our sense of community as a church family - care, kindness, togetherness
- Our commitment to Jesus and his Gospel, to preach/teach God's Word
- A core of people committed to NSAC, serving, supporting, praying, and leading through thick and thin
- Active in a variety of ministries – internally and externally
- Our commitment to engage the North Shore community
- Our balanced focus on local and global missions
- Our many and varied ministry programs
- Our desire to be “multi” – cultural and generational

- Our desire to be a welcoming church
- Our commitment to our Guiding Values and our Statement of faith
- Our location

5. Church Needs – as identified by the congregation

- A Lead Pastor who is a servant leader
- A Lead Pastor who “gets us”- embraces our church culture and core values
- A well supported pastoral staff team that is led with a nurturing leadership style
- A deepening dependence on Jesus and the work of the Holy Spirit among us
- Growing togetherness - acceptance, caring and support for one another
- A focus to strengthen and expand ministries to children, youth, young adults, and young families
- Consistency of long-term leadership: Pastors, Staff and Elders
- Improved communication from leadership to the congregation
- An increased level of volunteerism and support/training for volunteers
- Learning how to share our faith in a post-Christian culture

6. Volunteerism and Participation



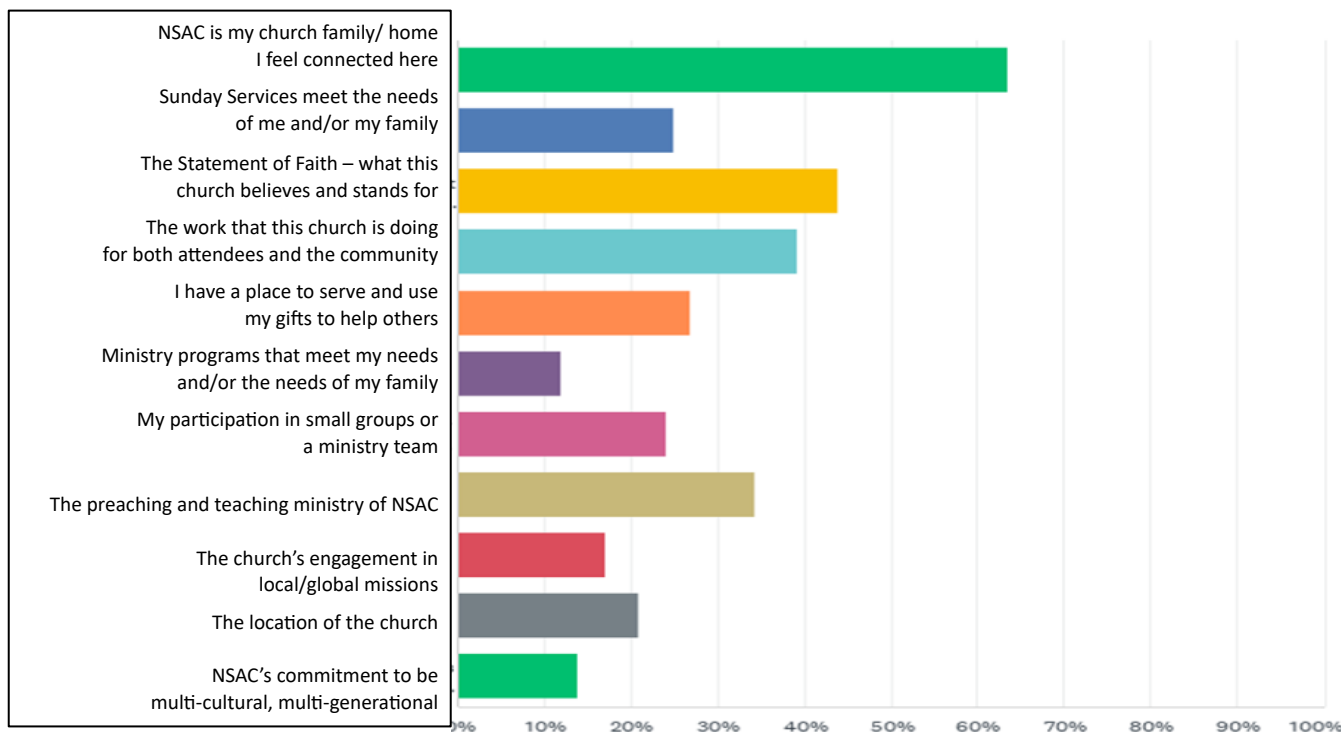
32% One area of ministry

31% More than one area of ministry

25% I have served in the past but am not serving now

12% I have not yet become involved in serving in a ministry

7. Responses from the congregation as to why they attend NSAC



8. What do you believe is important for a new Lead Pastor to know about NSAC?

The congregation shared the following insights in the recent Church Health Assessment:

- Take the time to really get to know us, listen to us, learn about us, and understand us
- Embrace and support our current ministries, vision, and values – we have a good thing going here
- Be a healthy collaborative team leader that develops and empowers other leaders
- We value a Lead Pastor who has a shepherding heart, who will build relationships
- We do not need you to be a superstar
- Be open and generous to different points of view

IV What is Important to us?

1. The recent Church Health Assessment revealed that there is a high level of awareness and ownership of NSAC's current Guiding Values Statement within the congregation.

We are a church that is *for* the Gospel and the Word of God.

We want our reputation to be that we are a church where the Good News of God in Christ is presented, anchored on the regular preaching and teaching of God's Word.

We are a church that is *for* the poor and needy.

We want people to know that we actively seek to support the struggling, the downtrodden, those without housing security, those in economic distress, and those in moral, emotional, or physical distress.

We are a church that is *for* the North Shore.

Our location is hugely important—our ministries and efforts are focused chiefly on the people in our immediate region, and we want to make a difference in our city.

We are a church that is *for* the redemption of the whole human person.

The gospel is not merely words we believe, but a lived transformation. That transformation involves welcoming confused and world-formed sinners into the family of God and seeking His power and guidance in a journey towards Christlikeness and holiness. This journey covers the whole of life—vocation, finances, family relationships, sexual relationships, our thought lives, devotional lives, etc.

We are a church that is *for* the global mission of God.

God is on the move—the Kingdom of God is advancing, both on our doorstep, throughout our city, and throughout God's world. Partnering with God in His global mission is one of the main things the church is about. We want to see and support that Kingdom work in every way possible.

2. Other Core Values as revealed through the recent Church Health Assessment

- Our commitment to be a loving, caring, accepting church family
- Our commitment to local/global missions
- Our many and varied ministries
- Our commitment to our purpose/core values
- Our pastoral team
- Our commitment to teach God's Word
- Our commitment to our Statement of Faith
- Worship service and music style

V How do we engage our community?

1. A Community Engagement Outward Focus

North Shore Alliance Church has embraced an “engage” posture with its neighbourhood and the wider community. This is a high value within the NSAC congregation. The church has a clear sense of calling to both service and mission to the local community and has developed ministries and leaders to pursue this core value. The church has benefited from the leadership of an Outreach Pastor focused on local and global missions for many years. NSAC has various ministry programs to meet the needs of the community and encourages individual members to participate.

2. Information about the North Shore is available at the following websites:

2.1 City of North Vancouver - <https://www.nvchamber.ca/our-resources/community-profile/>

2.2 North Vancouver Chamber of Commerce: <https://www.cnv.org/City-Hall/About/community-statistics>

2.3 Townfolio - <https://townfolio.co/bc/north-vancouver/summary>

VI Who Do We Hope to Become? Vision for the Future

Recently the congregation was invited to share their hopes, dreams and aspirations for the future:

- Expand ministries to the North Shore community
- Spiritual renewal, deepening our faith
- Improve our acceptance, welcoming and inclusiveness of newcomers
- Leadership development and succession planning
- Strengthen ministries to disciple, equip, and teach the Word
- Equip us to share our faith in a post-Christian culture
- Being a vibrant, Spirit-led multi-cultural and multi-generational church
- Becoming a younger church - develop and expand our ministries to children, youth, young adults, and young families, develop more young leaders
- Continue to develop and expand our ministries to our North Shore community
- Maintain orthodoxy, teach/preach the Word

VII What is the Lead Pastor’s Role in Shaping Mission and Vision?

1. Options about the Lead Pastor’s role in Vision

One of the areas identified through the process of preparing for the pastoral search is the need to define with greater clarity what the role of the Lead Pastor is in developing, leading, and implementing mission/vision within the church. The Board has explored and considered this matter carefully. In general, there are three options:

- Option A: Setting vision and moving the church into vision is under the authority of the Lead Pastor.
- Option B: The Lead Pastor and Board work together in collaboration with the congregation to clarify the vision for the church. The Lead Pastor’s role is to inspire and equip the church to achieve the vision.
- Option C: The Board and congregation set the vision independent of the Pastor and hire a Pastor to help the church achieve their vision.

2. The preferred option regarding the Lead Pastor’s role in Mission and Vision

North Shore Alliance desires a collaborative leader who will partner with the Board, the pastoral team and the congregation in developing, refining, championing, and stewarding the church’s mission and vision. The Board is not seeking a leader who brings a clearly articulated vision to the church or sees himself/herself as the one who sets the entire vision for the church. Rather the church will seek a leader who will embrace the broad strokes of mission and vision *already resident* within the congregation. Also, a key value in this process is to honour and build upon visioning work that has been done previously. The church understands that it has more visioning work to do, but desires to develop its God given sense of mission and vision collaboratively with the Lead Pastor.

VIII What Kind of Pastoral Leader Do We Need?

- The information provided in this profile has been developed to help prospective Lead Pastor candidates and the congregation of North Shore Alliance to have a greater sense of clarity about what kind of Pastor the church needs at this point in the church's ministry journey.
- Applicants are required to be accredited with the Christian and Missionary Alliance
- Educational requirements include theological training at a Bachelor degree level or higher from an accredited school, or acceptable equivalents

1. Executive Summary for Lead Pastor Search

North Shore Alliance Church seeks an experienced Lead Pastor who has a strong sense of pastoral calling to shepherd and lead our church community to achieve its God-given sense of mission and vision. Someone who resonates with, is excited to adopt, and help us further refine our current vision and values.

We seek a Lead Pastor who will embrace this church and community and desire to be part of a church deeply committed to engaging the North Shore Community - able to understand the West Coast post-Christian culture which is prevalent in the North Shore and the unique challenges for ministry in this context.

We seek a leader who is able to inspire and motivate people and equip them to be sincere Christ-followers and influencers in a post-Christian culture. Regardless of his/her age, he/she needs to be effective in ministry to a congregation with a wide demographic profile.

We desire to welcome a collaborative leader with some proven pastoral experience who will nurture a team leadership environment for the pastoral staff. We seek a confident but sensitive leader who shares our conviction that God has a future and a purpose for our church in our community. He/She must be an effective biblical preacher/teacher.

We seek a developer of leaders including the identification and development of younger leaders. Someone who has proven ability to reach and minister to the next generation.

We seek a leader who balances leadership skills with a collaborative empowering leadership style – someone who enjoys working with people and equipping them for ministry.

2. Character qualities, Competencies/Skills and Preferred Leadership Styles

The following Character Qualities, Competencies and Ministry Skill and Preferred Leadership Styles have been identified as very important for effective pastoral leadership within our congregation. We recognize that no one will be strong in all of these areas. Collectively they describe a leadership style that is desirable for our church. We also recognize that every pastoral leader is a “work in progress” throughout their ministry. We are committed to providing resources, training and appropriate mentors for the Lead Pastor in his/her ongoing journey of pastoral ministry development.

Key Character Qualities	Key Competencies and Ministry Skills
<ul style="list-style-type: none"> • A life of spiritual growth, vitality and prayer • Dependence on God that inspires others to do the same • A sincere love for people in the church and the community • Integrity – is reliable, keeps their promises, trustworthy • Personal humility • Accountable – takes responsibility and ownership for their actions 	<ul style="list-style-type: none"> • Leadership – able to make decisions, to lead and inspire people to follow, to stay on course • Preaching – above average skills to consistently preach relevant meaningful messages • Team Builder - able to develop effective leadership teams staff, board, and lay ministry • Encourager/Motivator - able to nurture, build up and inspire people • Teacher - the ability to explain the Word and develop others who can teach as well • Collaborator – works effectively with others to develop and implement plans (not a “lone ranger” leader) • Equipper – the ability to “equip the saints” to do the work of ministry
<p>Preferred Leadership Style – A leader who</p>	
<ul style="list-style-type: none"> • Consistently motivates and inspires others • Prefers to collaborate and build consensus • Is a servant-leader • Listens to all points of view and is able to find collaborative solutions • Is able to delegate effectively • Gives guidance and direction to the Lead Team 	

Appendix 1 - The Lead Pastor Search Process for Alliance Churches

The *Local Church Constitution*, Article 9.1 states:

The District Superintendent shall suggest to the Board the names of such workers who in the superintendent's judgment have proper qualifications for Senior Pastor of this church (who may be given another title). The Board shall give consideration only to candidates approved by the District Superintendent. The Senior Pastor of the church shall be called by the Board and appointed by the District Superintendent. Upon appointment by the District Superintendent, the Senior Pastor and spouse become members of the church. The steps below outline the procedure for the lead pastor search process and can serve as an instructional guide for a Board of Elders and Pastoral Search Team.

Steps 1-2 - Initial Steps & Determining the Transition Pathway

See pages 5-8 for information on navigating initial steps after the departure of a Lead Pastor and determining the direction forward in a time of transition.

Step 3 - Create a Lead Pastor Search Profile

May be done in consultation with a Transitional Pastor, Transitional Coach, Interim Pastor, or the District Office. If you have moved directly to search or are working on a succession plan, we encourage you to reach out to the District Office for a sample profile as well as additional resources and information.

Step 4 - Form the Pastoral Search Team

Form a Pastoral Search Team (PST) of approximately 5-8 people that includes elders and members of the church that adequately represent the whole congregation.

Step 5 - Post the Employment Opportunity

Step 6 - Collect Resumes

Steps 7-8 - Screening, Research, Interviews, & Presenting a Shortlist to the Board

Step 9 - Choose a Preferred Candidate

The Board completes due diligence for their preferred candidate which could include:

- Reference re-checks
- Grip-Birkman assessment review
- Deeper theological discussions through interviews or questionnaires
- Pre-candidation interviews
- Pre-candidation onsite visit by a candidate
- A visit by a Board member to a candidate's current ministry

Pre-candidate as many applicants as you feel necessary. The Board may pre-candidate more than one person at a time. Pre-candidation means no public exposure of the candidate to the congregation.

Step 10 - Notify the District Superintendent/Assistant District Superintendent of Preferred Candidate

Steps 11 & 11a - Assess Potential Fit & Licensing Status

The DS or ADS will contribute their assessment of the candidate's potential fit for the Lead Pastor role and will inform the Board of the candidate's licensing status with the C&MA. If the candidate is not licensed with the C&MA, the licensing process will be initiated. Licensing is critical and required for employment in pastoral ministry in a C&MA church. Please note that the process requires time for completion of materials by the licensing candidate and includes an interview, which would be conducted once the candidate is proceeding with candidacy.

Steps 12 & 12a - Contact the Preferred Candidate About Candidation

The Board contacts the preferred candidate regarding their willingness to candidate and sufficient time is allowed for the candidate to consider and respond. The Board should inform the DS or ADS of the candidate's decision. If the candidate declines, review the shortlist and proceed with a remaining candidate (**return to step 9**) or the Board may ask the PST to begin the search over (**return to step 5**).

Step 13 - Candidation

Only one person is candidated at a time and a final decision should be made about that candidate before proceeding to consider a second candidate.

Step 14 & 14a - Issue a Call & Employment Package Preparation

A decision should be made by the Board within a one to two-week period, and the candidate should be notified of the decision. If the Board has agreed to issue a call to the candidate, prepare an offer of employment as part of a compensation package for the new Lead Pastor. If the Board decides not to issue a call to the candidate, review the shortlist and proceed with a remaining candidate (**return to step 9**) or the Board may ask the PST to begin the search over (**return to step 5**).

Step 15 & 16

Notify the DS/ADS & Forward Compensation Package

The Board notifies the DS or ADS of their decision and awaits their affirmation of the candidate. The compensation package is forwarded for review and the DS or ADS may provide input on the offer. Remember – only candidates approved by the DS or ADS can be offered employment!

Step 17 - Present the Compensation Package

The Board contacts the candidate to issue a call and presents the compensation package, which should include a job description for the position. The candidate must be licensed with the C&MA, or the offer of employment must be contingent upon successful completion of the licensing process.

Step 18 - Review and/or Negotiation of Compensation Package

Once the candidate has reviewed the offer of employment, they may negotiate aspects of the compensation package with the Board. Once the Board and the candidate agree on the terms and the candidate gives their final acceptance, the candidate accepts the call and signs to accept the offer of employment.

Step 19 - Inform of Candidate's Decision

After the offer of employment is accepted and signed, the Board notifies the DS or ADS of the candidate's decision. Should the candidate decline the call and decide not to sign the acceptance, the Board may review the shortlist and proceed with a remaining candidate (**return to step 9**), or the Board may ask the Pastoral Search Team to resume the search once again (**return to step 5**).

Step 20 - Prepare for Arrival of the New Lead Pastor

The Board should communicate to the congregation that the new Lead Pastor has accepted the call and plan for their arrival. Details of the arrival will be worked out between the Board and the new Lead Pastor. Once it has been communicated and an agreed start date is determined, a copy of the offer, signed acceptance, and job description should be sent to the District Office. The District Office should also be notified of the employment change by completing an Employee Data Form.

Step 21 - Installation Service

The installation service is a special service in which the congregation and the new Lead Pastor family covenant to work together in mutual love and respect in the church. The Board and/or new Lead Pastor will work with the DS or ADS to prepare for the installation service.

Schedule C: Lead Pastor Job Description (Revised July 2024)

Position Title	Lead Pastor
Position Requirement	Full-Time, Salary, requiring four weekday office days and Sundays (8am to 1pm)
Responsible To	NSAC Board of Elders

The Lead Pastor is responsible for the spiritual and operational oversight of North Shore Alliance Church (NSAC), its congregation, its staff, and its ministries. This is a Full-Time Salary position that often includes evenings, weekends, events, and retreats.

Key Qualities & Qualifications:

- Committed follower of Jesus Christ—prayerful and humble
- Rooted in the Scriptures and reliant on the Holy Spirit
- Previous pastoral experience
- Collaborative in leadership style working well with elders, staff, and congregants
- Models emotional health and cultural intelligence
- Loves people; able to connect with, disciple, care for congregants of all ages
- Enthusiasm and leadership skills to build a team around a vision
- Gifted preacher/teacher and communicator
- Formal theological training—minimum Bachelor Degree or equivalent; committed to learning through ongoing education (in line with NSAC Sabbatical/Study Leave Policy)
- Licensed and ordained with The Alliance in Canada (or is able to successfully complete the licensing process as a part of application process)
- Able to submit a clear Criminal Record Check

Leadership Roles:

- Works collaboratively with the Board of Elders, staff, and congregation in keeping with the Scriptures, the mission, vision, and values of NSAC
- Ensures ongoing communication and reporting to the Board of Elders
- Leads strategic planning to enable NSAC to achieve its vision; regularly monitors progress and effectiveness
- Oversees Church Ministry Calendar--particularly the Sunday Service Schedule



- Oversees hiring and management of all staff in conjunction with the pastoral staff and related committees of the Board of Elders
- Along with the Elders, ensures appropriate policies are in place for good governance and effective administration
- Gives oversight to development of annual budgets consistent with the vision and strategies of NSAC and ensures financial accountability
- Conducts annual reviews for key staff and gives oversight for all staff reviews
- Implements and runs a performance and compensation review program for Staff

Teaching/Preaching Roles:

- Gives oversight to teaching, preaching, worship, and public ministry gatherings
- Identifies and mentors staff and congregants in teaching/preaching
- Works with pastoral staff to identify and implement effective strategies for discipling congregants from nursery to seniors through the ministries of NSAC

Shepherding Roles:

- Provides pastoral care for board, staff, and congregants
- Equips and releases leaders to disciple and care for people in their ministries
- Builds discipling relationships with leaders and congregants

Prophetic Roles:

- Commits time, thought, and prayer to discern ministry vision for NSAC
- Able to see and calls out where God is at work in the culture, in the city, in the congregants, in the ministries of NSAC, and, in NSAC in general

Other Pastoral Roles:

- Participates in Sunday Services with emceeing and foyer presence
- Leads weddings and funerals as required
- Performs other NSAC pastoral duties as needed

Initialed: _____ Date: _____

This Job Description is not exhaustive and should be reviewed regularly with the NSAC Board of Elders.