

PCC JOB DESCRIPTION: Leadership Team (LST)

Purpose:

“The purpose of the Leadership Team shall be to monitor and oversee the spiritual health of Peninsula Covenant Church (PCC), to ensure PCC’s continued biblical alignment with the direction God is calling PCC, to enable and support PCC, and provide essential operations, administration and implementation of the Mission, Beliefs, and Values of PCC.” (Bylaws Sect. 1)

Qualifications:

Members of the Leadership Team shall be members of the Church in good standing as described in Article IV, Section 1 of the Bylaws. Those Bylaws require that a Leadership Team member be a member of the church for not less than one year and be active in the support of the total ministry of the Church: theologically, missionally, financially, and otherwise. They shall demonstrate the Christian maturity and leadership called for in 1 Timothy 3:1-7, Titus 1:5-9, and Romans 12:3-8 (see attached).

General Expectations:

- Be in **agreement with and support the [statement of faith](#)** of PCC and the Evangelical Covenant Church
- **Provide spiritual and organizational leadership** to PCC across all ministries.
- **Maintain a meaningful presence at PCC gatherings**, including worship services, ministry events, and congregational meetings.
- **Worship regularly with the PCC community on Sundays** (in person or online as needed).
- **Demonstrate faithful stewardship** by giving financially to God’s work at PCC.
- **Pray consistently and intentionally** for PCC’s people, ministries, and mission.
- **Prepare thoroughly for Leadership Team responsibilities** by reading materials in advance and praying over upcoming decisions.
- **Attend Leadership Team meetings** and related functions (such as retreats, trainings, and orientations) with consistency and punctuality.
- **Uphold strict confidentiality** regarding all sensitive or personal information entrusted to the Leadership Team.
- **Model and promote unity** within PCC by speaking with one voice once decisions are made.
- **Disclose and manage any potential conflicts of interest** in accordance with PCC policy.
- **Develop and maintain a working knowledge of PCC’s governance framework**, including:

- Constitution & Bylaws

- LST policies and governance commitments (Carver's Policy Governance model)
 - Employee Handbook
 - Mission, Values & Ends
 - Annual ministry calendar
 - Organizational chart
 - Strategic plan
 - Budget and financial reports
 - Denominational basics (ECC)
 - Access to past Leadership Team minutes and recent annual reports
- **Serve on committees, task forces, or special assignments** at the request of the Leadership Team or Lead Pastor.
 - **Serve without remuneration**, offering time, wisdom, and leadership as an act of volunteer service.

Term of Service:

Pursuant to Article IV, Section 2b of the Church Bylaws, Leadership Team members shall be elected to a three-year term. Members may serve only two (2) consecutive terms. Fulfillment of a partial term shall not count against this consecutive term limit.

Resignation:

In grace, Leadership Team members shall resign if they are unable to maintain the service expectations of their job. Consult with the Lead Pastor in this regard.

GOVERNING BIBLE VERSES & SERVANT-LEADER ATTRIBUTES for PCC LEADERSHIP TEAM

1 Timothy 3:1-7 (NIV) Qualifications for Overseers and Deacons

1 Here is a trustworthy saying: Whoever aspires to be an overseer desires a noble task. **2** Now the overseer is to be above reproach, faithful to his wife, temperate, self-controlled, respectable, hospitable, able to teach, **3** not given to drunkenness, not violent but gentle, not quarrelsome, not a lover of money. **4** He must manage his own family well and see that his children obey him, and he must do so in a manner worthy of full respect. **5** (If anyone does not know how to manage his own family, how can he take care of God's church?) **6** He must not be a recent convert, or he may become conceited and fall under the same judgment as the devil. **7** He must also have a good reputation with outsiders, so that he will not fall into disgrace and into the devil's trap.

Titus 1:5-9 (NIV) Appointing Elders Who Love What Is Good

5 The reason I left you in Crete was that you might put in order what was left unfinished and appoint elders in every town, as I directed you. **6** An elder must be blameless, faithful to his wife, a man whose children believe and are not open to the charge of being wild and disobedient. **7** Since an overseer manages God's household, he must be blameless—not

overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain. **8** Rather, he must be hospitable, one who loves what is good, and who is self-controlled, upright, holy and disciplined. **9** He must hold firmly to the trustworthy message as it has been taught, so that he can encourage others by sound doctrine and refute those who oppose it.

Romans 12:3-8 (NIV) Humble Service in the Body of Christ

3 For by the grace given me I say to every one of you: Do not think of yourself more highly than you ought, but rather think of yourself with sober judgment, in accordance with the faith God has distributed to each of you. **4** For just as each of us has one body with many members, and these members do not all have the same function, **5** so in Christ we, though many, form one body, and each member belongs to all the others. **6** We have different gifts, according to the grace given to each of us. If your gift is prophesying, then prophesy in accordance with your faith; **7** if it is serving, then serve; if it is teaching, then teach; **8** if it is to encourage, then give encouragement; if it is giving, then give generously; if it is to lead, do it diligently; if it is to show mercy, do it cheerfully.