

<i>General Skill</i>	<i>Specific Skill</i>	<i>Skill Detail</i>
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1ST RESPONSIBILITY - Plan and lead Worship & Preaching sensitive to the needs of the Congregation

Administration	Staff Administration	Liturgy and Worship
Administration	Staff Administration	Music
Liturgy	Planning and Design	
Liturgy	Worship Leader	
Preaching	Biblical Sermons	
Preaching	Contemporary Issues Sermons	
Preaching	Daily Living Sermons	
Preaching	Lectionary Based Sermons	

2ND RESPONSIBILITY - Oversee Congregational Growth & Lay Leadership Development

Administration	Direct Employee Responsibility	b. 6-10 Employees
Administration	Goal Setting	
Administration	Staff Administration	Team Development & Coordination
Church Growth/Development	Empowering Laity for Ministry	
Church Growth/Development	New Member Incorporation	
Church Growth/Development	Parish Program Development	
Church Growth/Development	Prospective Members	
Church Growth/Development	Transition Specialist	From Pastoral to Program Style
Leadership Development	Develop Lay Leaders	
Stewardship	Stewardship Education	

3RD RESPONSIBILITY - Promote Christian Formation /Spiritual Development of all ages

Administration	Staff Administration	Christian Formation/Education
Christian Formation/Education	Adult Programs	
Christian Formation/Education	Confirmation Preparation	
Christian Formation/Education	Faith Development	
Christian Formation/Education	Young Adults (18-25)	
Evangelism	Developing Spiritual Gifts	
Spiritual/Prayer Life	Parish Spiritual Renewal	
Spiritual/Prayer Life	Teaching People to Pray	
Stewardship	Identifying Gifts for Ministry	

4TH RESPONSIBILITY - Provide Quality Pastoral Care

Counseling	Grief	
Counseling	Marriage Preparation	
Counseling	Pastoral Counseling	
Pastoral Care	Hospital Calling	
Pastoral Care	Lay Caring/Calling Ministry	
Pastoral Care	Terminally Ill/Dying	
Pastoral Care	Visiting Convalescent/Nursing Home	
Pastoral Care	Visiting the Homebound	

