



SCHEDULE "A"

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| Job Title | Men's Pastor/Director |
| Department | Ministry Team |
| Location | Prince of Wales Campus |
| Band/Salary Range | \$80,000 - \$105,000 |
| HR Contact | Sue Reissner |
| Will Train Applicant(s) | Yes |
| Track | Ministry |
| Supervisor | Interim Lead Pastor |
| Travel Required | Within city limits |
| Position Type | Full-Time |
| Date Posted | N/A |
| Posting Expires | N/A |
| Send cover letter & resume to | execassist@metbiblechurch.ca |

Position Summary

The Men's Pastor/Director works closely with the Pastoral Executive Team (PET) to oversee and implement Bible-based ministry for men. He provides teaching and preaching, pastoral care and counselling to men.

Reporting Relationship

Reports to the Interim Lead Pastor.

Experience and Education

Qualifications

The Men's Pastor/Director should have a Masters of Divinity (MDiv) from a recognized seminary with at least 3 years of ministry experience. Candidates who are pursuing/planning to pursue MDiv can also apply, albeit they will be hired as a Director and redesignated as Pastor upon their ordination.

Character

The incumbent should be a mature Christian, godly in character and exhibiting the traits of an elder as described in 1 Timothy 3 and Titus 1, and have a particular heart for the mission of the church as prescribed in the New Testament. The incumbent must be a member of The Met in good standing or willing to become a member in the immediate future.

Other

- Must be a member Metropolitan Bible Church or able to complete the membership process within six months of joining.

Relational Style

The Men's Pastor/Director relates well to men, is an active listener, sensitive to the matters being discussed, respects the information shared as per legal parameters, disagrees well and then respects the decisions made, and is a good team player. He is flexible, adaptable, and aligned to the priorities of the PET.

- Respectful, approachable, cooperative, and trustworthy—consistently reflecting The Met's vision and values.
- Demonstrated ability to build rapport with volunteers and lead teams with encouragement and clarity.
- Able to collaborate across multiple departments and balance competing priorities with grace.
- Skilled at managing and prioritizing multiple projects and deadlines effectively.
- Proactive in identifying challenges and navigating bottlenecks before they escalate.
- Exercises sound judgment and mediation skills in interpersonal and team dynamics.
- Self-motivated, with a proven ability to inspire and mobilize others toward shared goals.

Leadership Core Values

- Godly servant leadership and commitment to The Met's mission are essential ingredients of a healthy, effective Met ministry;
- The Word of God is the ultimate source of authority and its truth is essential for the transformation of lives, and therefore, clear, compelling and creative bible teaching is essential; and,
- Life transformation only occurs in the context of biblical community.

Role and Responsibilities

At The Met we recognize that there's tremendous strength in a flexible pastoral team. The duties set out below may be adapted as ministry needs change. We seek pastors/directors who are adaptable and flexible. The core responsibilities of pastoral ministry at The Met include: teaching the Bible in a variety of contexts; providing timely pastoral care and counselling to those in need; officiating at weddings and funerals; and, supporting the Interim Lead Pastor in other pastoral needs as required.

The Men's Pastor/Director works with the PET to foster a culture of Word-based discipleship for men. He leads with a conviction of the biblical view of men. This includes both one-to-one and group discipleship and will be done through the following.



Planning: The Men's Pastor/Director oversees planning for men's ministry in collaboration with the Pastoral Executive Team. He strategizes and plans to determine the priority needs in alignment with The Met's mission. *(10% of time)*

- Prepares to plan through a devotion to prayer and reading of the Word;
- Regularly consults ministry leaders to implement, evaluate and execute strategies for effective discipleship ministry for couples, parents and men;
- Develops innovative, engaging and Biblically aligned approaches to strengthen men and plans for their roll-out at strategic times;
- Communicates plans to Met ministry staff and encourages participation; and,
- Consults academic and ministry resources to integrate demonstrated strategies.

Teaching and Training: The Men's Pastor/Director oversees the teaching and training component of this ministry while being engaged with others on the ministry team. *(60% of time)*

- Applies God's Word to current events regarding the roles of men, fathers and husbands in our post-Christian culture;
- Develops framework for men's place in the design for God in family, church, and work life;
- Develops curriculum and delivers vibrant and compelling teaching that leads men in a biblical study to help them understand their roles and responsibilities;
- Develops and implements teaching for on-going training and encouragement through counselling;
- Develops and delivers regular training programs to identify, encourage, equip and engage volunteers to help in the ministry; and,
- Directs volunteers on how to effectively support this ministry through teaching and engaging with the participants.

Pastoral Care: The Men's Pastor/Director is available to provide pastoral care to men, and others with the heart of a shepherd, consistent with the qualifications of a biblical elder and aligned with building up of the body of Christ. *(30% of time)*

- Counsels men using sound biblical counseling principles in a timely manner while respecting confidentiality;
- Schedules resources including seminars, courses, retreats which will strengthen men;
- Leads, plans and implements activities or programs for men, including baptism; and,
- Participates in work-related conferences, including the theme of counselling.

Other Related Duties:

- Provides pastoral oversight to any other ministry of the Church as decided by the PET;
- Participates in ministry staff and all-staff meetings, and prayer meetings;
- Regularly fulfills the training and requirements;
- Participates in the performance review process, including developing (and reporting on) personal goals with the Interim Lead Pastor to enhance ministry performance;
- Completes reporting requirements in a thorough and timely manner; and,
- In due course, and depending on gifting and experience, there may be opportunities to participate in preaching and Sunday service leading.



Work Environment

- Fast-paced, highly collaborative, and purpose-driven.

Additional Notes

- Please advise us of any accessibility-related accommodation in your cover letter (or email).
- This job description is subject to change or revision at any time during employment. By accepting an offer of employment, the employee acknowledges and agrees to this condition.



SCHEDULE "B"

DOCUMENTS AVAILABLE ON <https://www.metbiblechurch.ca/member-resources>

1. Metropolitan Bible Church Ministry Corporation Bylaw May 26, 2024
2. Metropolitan Bible Church Property Corporation Bylaw May 26, 2024
3. Personnel Manual (available upon acceptance)



SCHEDULE “C” – ALTERNATE DISPUTE RESOLUTION

1. The Parties agree to use reasonable good faith efforts to settle any claim, controversy or dispute contemplated by or arising out of or in connection with this Agreement, including the breach, termination or validity thereof (a “Dispute”). Any Dispute shall be finally resolved by mediation/arbitration in accordance with the following provisions.
2. The Dispute shall be the subject of non-binding and without prejudice mediation by recourse to an independent person or persons generally recognized as being of a godly character and having familiarity with and expertise in the matter which is the subject of the Dispute (a “Neutral”), and be accredited with the Alternative Dispute Resolution Institute of Canada or a similar accrediting organization; provided, however, that any party may seek injunctive relief in a court of competent jurisdiction to preserve the status quo pending the completion of mediation and/or arbitration. Any Party may initiate such mediation by giving written notice to the other Party to that effect. Within ten (10) business days after the delivery of such notice, the Parties shall attempt to agree to the appointment of a single Neutral for non-binding and without prejudice mediation of such Dispute. If the Parties are unable to agree on a single Neutral within such ten (10) business day period, then, upon written notice given by any of them and within five business days of such notice, any Party may request that the Regional Director of the Associated Gospel Churches appoint a Neutral. In consultation with the Neutral selected, the parties shall promptly designate a mutually convenient time and place in Ottawa, Ontario for the mediation as well as a timetable for the delivery of copies of relevant documents to each other and to the Neutral, and for the delivery to the Neutral of a written summary of each party’s position with respect to the Dispute and as to such matters as may be requested by the Neutral.
3. Each party shall use its reasonable best efforts to conclude the mediation within thirty (30) days of the appointment of the Neutral. The costs related to such mediation shall be borne by The Met. The mediation will terminate if the parties reach a settlement of all outstanding issues or if the Neutral determines that that the mediation process should be terminated and that the Neutral should prepare to decide the issues.
4. If the mediation is terminated in accordance with the provisions of the preceding paragraph, the dispute shall be resolved by arbitration. Such arbitration shall be conducted by a single arbitrator who, in the absence of agreement by the parties to the contrary, shall be the Neutral. The arbitration shall be held in the Ottawa, Ontario. The procedure to be followed shall be agreed by the parties or, in default of agreement, determined by the arbitrator. The arbitration shall proceed in accordance with the provisions of the Arbitrations Act, 1991 (Ontario). The arbitrator shall have the power to proceed with the arbitration and to deliver his award notwithstanding the default by any party in respect of any procedural order made by the arbitrator. The arbitrator shall have the power to make such order with respect to costs as may seem fair and just taking into account, among other things, the conduct of the Parties during the mediation. The decision arrived at by the arbitrator, howsoever constituted, shall be final and binding and no appeal shall lie there from. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction.