

## Session Approved Elder and WLB Job Descriptions

### CPC Elder

#### Scriptural Context:

- Acts 20:17-38
- 1 Thess 2:1-19
- 1 Peter 5

#### Biblical Mission of the Elder:

To Shepherd the Flock of God as Christ's under-shepherds (2 Peter 5:1ff) in such a way that the family of God at CPC can more and more experience the Total Christ (Five Mark) presence of Christ and for his glory in the world (Col.1:18).

*So I exhort the elders among you, as a fellow elder and a witness of the sufferings of Christ, as well as a partaker in the glory that is going to be revealed: shepherd the flock of God that is among you, exercising oversight, not under compulsion, but willingly, as God would have you; not for shameful gain, but eagerly; not domineering over those in your charge, but being examples to the flock. And when the chief Shepherd appears, you will receive the unfading crown of glory. 1Pet. 5:1-4*

*And Christ is the head of the body, the church. He is the beginning, the firstborn from the dead, that in everything he might be preeminent. Col. 1:18*

#### Purpose of Job Description:

- To contextualize our church's "elemental" consensus per BCO 8.3 (c.f. 12.5) into CPC, New Haven wherein the shepherding duties are "fleshed out" within our own local context as informed by the light of nature and circumstances common to our situation.
- To assist those aspiring to the office of overseer discern a call, or not, to become an elder at CPC .
- To provide a concrete basis for those who serve in managing their time and priorities as then a basis for discerning contentment in "job well done" in this context.

#### General Job Description:

*It belongs to those in the office of elder, both severally and jointly, to watch diligently over the flock committed to his charge, that no corruption of doctrine or of morals enter therein. They must exercise government and discipline, and take oversight not only of the spiritual interests of the particular church, but also the Church generally when called thereunto. They should visit the people at their homes, especially the sick. They should instruct the ignorant, comfort the mourner, nourish and guard the children of the Church. They should set a worthy example to the flock entrusted to their care by their zeal to evangelize the unconverted and make disciples. All those duties which private Christians are bound to discharge by the law of love are especially incumbent upon them by divine vocation, and are to be discharged as official duties. They should pray with and for the people, being careful and diligent in seeking the fruit of the preached Word among the flock. BCO 8-3.*

#### Specific Duties:

1. *Each shepherding elder must commit himself to being actively involved in the ministry of life on life*

*discipleship within a particular congregation. A shepherding plan must be approved annually by the CPC NH session.*

2. *For each elder to be the key shepherd leader (facilitator/mentor) of a CPC small group. A shepherding plan must be approved annually by the CPC NH session (e.g., small group facilitator/leader, Sunday School lead teacher, leader of a men's discipleship group, regular key leader mentoring/coaching, etc.).*
3. *For each elder to be specifically assigned to the men that God has "allotted to his charge" as assigned to his small group for spiritual leadership and caregiving (following the small group assignments) as needed. (First level of mentoring, discipleship, prayer, and counsel).*
4. *For each elder to conduct a regular elder visitation schedule for all the family units (single/couples/families) of those God has "allotted to his charge" and to pray for the publically in corporate worship per the pastoral prayer on a rotational schedule*
5. *To be available to participate in at least 7 of 9 (75%) per year stated Shepherding Committee meetings*
6. *To participate in at least 1 CPC session subcommittee*
7. *To participate as able in membership exams*
8. *To be available to participate in at least 1 of 3 per year presbytery meetings.*
9. *To work on attending the maximal number of events listed below, but at least a majority of the events :*
  - *Work days*
  - *Church wide retreat*
  - *Men's events (e.g., men's retreat, B3 events, etc.)*
  - *Community Group*
  - *Welcome Picnic*
  - *Congregational meeting*
  - *First Fridays*
  - *Special Services*
  - *Maundy Thursday and/or Good Friday*
  - *Easter Sunday*
  - *Christmas Service*

#### Qualifications For Becoming an Elder

From 1 Timothy 3:1-7 9 (c.f. Titus 1:5b-9)

*The saying is trustworthy: If anyone aspires to the office of overseer, he desires a noble task. Therefore an overseer must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own household well, with all dignity keeping his children submissive, for if someone does not know how to manage his own household, how will he care for God's church? He must not be a recent convert, or he may become puffed up with conceit and fall into the condemnation of the devil. Moreover, he must be well thought of by outsiders, so that he may not fall into disgrace, into a snare of the devil.*

#### Examined Qualification:

Each prospective officer should be an active male member who meets the qualifications set forth in 1 Timothy 3 and Titus 1. The prospective officer shall be examined in:

- a. his Christian experience,
- b. his knowledge of the system of doctrine, government, discipline.
- c. the duties of the office to which he has been nominated, and
- d. his willingness to give assent to the questions required for ordination.

The Session shall examine those nominated and then report to the congregation before election day those eligible for election. (Book of Church Order, 24-1)

## CPC WLB Member

### Biblical Mission of WLB

To assist the elders in shepherding the flock of God as Christ's under-shepherds (2 Peter 5:1ff), with special attention to the women, in such a way that the family of God at CPC can more and more experience the Total Christ (Five Mark) presence of Christ and for his glory in the world (Col.1:18).

*So I exhort the elders among you, as a fellow elder and a witness of the sufferings of Christ, as well as a partaker in the glory that is going to be revealed: shepherd the flock of God that is among you, exercising oversight, not under compulsion, but willingly, as God would have you; not for shameful gain, but eagerly; not domineering over those in your charge, but being examples to the flock. And when the chief Shepherd appears, you will receive the unfading crown of glory. 1Pet. 5:1-4*

*And Christ is the head of the body, the church. He is the beginning, the firstborn from the dead, that in everything he might be preeminent. Col. 1:18*

### General Duties:

*In general, all those duties which private Christians are bound to discharge by the law of love are especially incumbent upon WLB by way of a godly example. It also belongs to the WLB to assist the elders and pastors in making disciples of Christ through active involvement in life on life discipleship of women at CPC together with being responsible for the planning and execution of organized activities for women as needed. They should pray with and for the women of the church, being careful and diligent in seeking the fruit of the preached Word among the flock.*

*The WLB will serve as an advisory sub-committee of the CPC session such as to regularly advise and report to the Session concerning:*

- *A sense as to the general "state of church,"*
- *A sense as to the general "state of women in the church,"*
- *An annual plan to session concerning ministry to women at CPC.*

### Qualifications: From 1 Timothy 3:11ff & Titus 2:3ff

*Members of the Women Leadership Board (WLB) must generally be women of strong faith, gospel centered, dignified, not slanderers, but sober-minded, faithful in all things, reverent in behavior, not slanderers or slaves to much wine. They must be able to teach what is good, and so train the young women to love their husbands and children, to be self-controlled, pure, working on behalf of their home, kind, and submissive to their own husbands, that the word of God may not be reviled.*

*Each prospective WLB member should be an active member who meets the qualifications set forth in 1 Timothy 3 and Titus 2 (above). The prospective women shall also be nominated by members of CPC and examined by CPC session in:*

- a. Her Christian experience,*
- b. Her beliefs regarding CPC's system of doctrine (WCF),*
- c. And in her willingness to assume the duties of the position at CPC to which she has been nominated (see below).*