

VALLEYVIEW ALLIANCE CHURCH JOB DESCRIPTION

Job Title: Lead Pastor

Summary:

Valleyview Alliance Church is looking for a pastor who will enjoy a Solo Pastor role and be comfortable in a rural community. We are looking for a pastor to lead us to accomplish our purpose.

Our Purpose:

To raise up disciples in the truth who are equipped to go out and share the gospel with others to the glory of God.

General Duties:

- Preaching
- Discipling – mentoring and training people in their Christian walk and service
- Leadership – motivating and leading people to accomplish the purpose of the church

Reporting Relationships:

Reports to: The Board of Elders, and the District Coach

Core Responsibilities:

Core Responsibility # 1 – PREACHING (50%)

- Preach Regularly
- Responsible to find speakers when needed

Core Responsibility # 2 – DISCIPLING (20%)

- Equipping and training people in their Christian walk and in where and how they can serve
- Mentoring and preparing new leaders

Core Responsibility # 3 – LEADING (15%)

- Leading the Elders Board – Chairperson unless chooses to assign another elder that role
- Motivating the congregation in evangelism and volunteering to serve in the church

Core Responsibility # 4 – PERSONAL DEVELOPMENT (10%)

- The pastor is expected to take time for personal growth and development
- The pastor is given time to attend training opportunities

Core Responsibility # 5 – ADMINISTRATION (5%)

- The pastor will be expected to do the necessary administration necessary to fulfill his role.

Community Responsibilities: The pastor will be expected to be involved in the nearby Sturgeon Lake Bible Camp, as well as the local ministerial.

Key Character Traits

- Must be licensed worker in the C&MA
- Must be willing to sign the C&MA “A Call to Excellence” document.
- A deep commitment to the core values and theology of the Christian and Missionary Alliance
- Family Oriented – and comfortable with the noise of young families in church
- Cheerleader – motivates team members, injects the right inspiration
- Safe – listens patiently, prays for the congregation, supports them
- Comfortable in a rural community and can relate to rural life and rural people
- Sees potential in people
- Prefers to get things done by working together collaboratively
- Can work well with other pastors and churches

Church Culture:

Valleyview Alliance Church culture is described below:

- Professional conduct in all dealings with coworkers, clients and the public.
- Value family, friendships, and relationships
- Value intercessory prayer and pray often
- Are Bible Centered
- Value truth and integrity
- Value stewardship
- Value missions and outreach – love to reach out into the community with both the gospel and practical help
- Value team work – Love to work together and care for each other
- Value accountability
- Value a complementarian view

Acknowledged: _____

Date: _____

VALLEYVIEW ALLIANCE CHURCH
Valleyview, Alberta
LEAD PASTOR PROFILE 2022

This document has been created to provide prospective pastors a fuller understanding of Valleyview Alliance Church (Valleyview, Alberta) and the type of Lead Pastor the church is seeking to hire. This is the guiding document for the Valleyview Alliance Church Search Team. Interested pastors may contact the Church Development Coach of the Western Canadian District or the Chair of the Valleyview Alliance Church Search Committee.

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Valleyview Alliance Church

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To apply please submit your resume to pastorsearch524@gmail.com.
www.valleyviewalliancechurch.com

I. INTRODUCTION

Valleyview Alliance Church has been without a Lead Pastor since July of 2021. In September 2021, the Board of Elders invited a transitional pastor (Rev. Andy Wiebe) to pursue an intentional transition process that would help prepare the church for a thoughtful pastoral search from a posture of health. A Pastoral Search Profile has been developed as part of this transitional process. It reflects many hours of research, evaluation, surveys, prayer and collaborative exploration to address four key questions in order to create a comprehensive Pastoral Search Profile as identified in the contents below.

II. WHO WERE WE? The Story of Valleyview Alliance Church

Background (Brief History)

The Valleyview Alliance Church history begins with work started in 1959 to 1966 under various leaders. Then there were no services for a number of years. Our current edition of Valleyview Alliance Church began in 1980 with Stan Biggs holding services in schools in town. Below are listed the pastors and years they served.

1980 -	Pastor Stan Biggs (June 30, 1980 Valleyview Alliance Church was officially started as a Developing Church in the Western Canadian District of the Christian & Missionary Alliance)
1982 – 1986	Pastor Ernest Neufeld
1987 – 1989	Pastor Robin Hurlburt
1990 – 1996	Pastor Daren Wride
	*October 18, 1992 Valleyview Alliance Church becomes an Organized Church
1996 – 1999	Pastor Andy Wiebe
2000 – 2002	Pastor Sheldon Strydhorst
2005 – 2008	Pastor Heath Jeffery
2009 – 2021	Pastor Josh Rigby
2021 – 2022	Pastor Andy Wiebe (Transition Pastor)

III. WHO ARE WE NOW?

Purpose: To raise up disciples in the truth who are equipped to go out and share the gospel with others to the glory of God.

Vision: We dream of a church where...

...we see the experience of the Early Church of Acts 2 lived out – being glad together, and people being added to our number regularly.

...revival is expected.

...we encourage each other toward developing strong families.

...we develop a culture of being involved and serving.

...we send people out on mission.

...we continue the community outreach events we have been doing, and look to add one or two more that invite friends to join us for a Sunday Morning service.

...everyone feels we are a place that cares for everyone.

...questions are welcomed and we are equipped to know and give good answers. We dream of a place where the older ones teach the younger ones.

...we learn in discipleship groups.

...we are equipped, challenged, and motivated to shape the culture of our community and world.

...we have strong bonds, great friendships, within the church.

...we anticipate growth, spiritually and by new people joining our church family.

- ...we regularly give back to the community.
- ...we are accountable to the community in serving them in meaningful ways.
- ...we are gospel-centered, where everything we do is about living out and sharing the gospel
- ...we gain a reputation as a place of health and welcoming of all people.

Core Values:

1. Family & Relationships
2. Truth & Integrity
3. Friendship
4. Bible Centered
5. Fellowship/Community
6. Intercessory Prayer
7. Accountability
8. Stewardship
9. Team Work
10. Mission/Outreach

Resources

1. **Staff:** One full time pastor: (Transitional).

2. **Average attendance** last year (Total – A= Adults/ C = Children)

2017	2018	2019	2020	2021
46 (34 A/ 12 C)	45 (32 A/ 13 C)	55 (38 A/ 17 C)	46 (29 A/ 17 C)	37 (23 A/ 14 C)

3. **Ministries:**

Sunday Services

Sunday AM Sunday School

Bible Study

Seamless Link – we have a relationship with workers in the Asian Spice Region

Outreaches:

Bike Rodeo – donate and fix bikes at the town’s Bike Rodeo

Fall Carnival – October 31 – games and food and fellowship at the church

Christmas Dinner – provide a community Christmas Dinner

Community Church Collaboration

Valleyview Community Youth Group – leaders and youth involved

Awana

Sturgeon Lake Bible Camp ([website](#)) – the church is very involved in Sturgeon Lake Bible Camp (campers, board members, volunteers, financial support)

4. **Facilities:**

a. Building – Our main floor has a sanctuary that can seat up to 150, along with two offices.

Our basement has four classrooms, a fireside room, a kitchen, and dining area.

b. Parking – we have adequate parking

5. **Finances:**

General Fund:	2017	2018	2019	2020	2021
	Budget /Actual	Budget /Actual	Budget /Actual	Budget /Actual	Budget /Actual
	113,550/ 114,169	114,450/119,243	114,700/112269	117,850/116463	121, 050/102,666

Church Health

1. Church Assessments:
 - A. Completed Congregational Assessments
 - i. Congregational Health and Vision Assessment
 - ii. Hearing God Congregational Vision meeting
 - B. Completed Evaluations/ Audits/ Reviews
 - i. Bylaw Review
 - ii. Policies Review
 - iii. Financial Audit
 - iv. Website Audit
 - v. Facilities Audit
2. Next Steps:
 - A. Begin work on a Strategic Plan
 - B. Define Discipleship and its process for Valleyview Alliance Church

Transition Pastor's assessment

Valleyview Alliance Church loves God and each other. They have a history and reputation of serving the community. They work well together and with other churches in town. The people truly care for each other and want to help each other to grow in their relationships with God. Both the leadership and the congregation have given themselves wholeheartedly to the transition process. There was great participation in the congregational assessment and vision sessions. They joined in with the different prayer events. There is growing anticipation about the next steps in their journey. The congregation is looking to grow and build on their history of loving each other and serving the community.

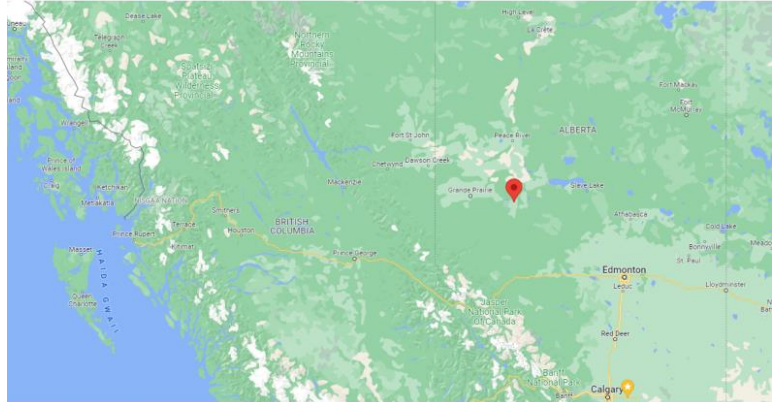
- Transition Pastor – Andy Wiebe

IV. WHAT IS OUR COMMUNITY CONTEXT?

Description of our Community

Town of Valleyview

Valleyview is a town in northwest Alberta, Canada. Valleyview is located 350 kms north of Edmonton and 115 kms east of the City of Grande Prairie. The Town of Valleyview is strategically located at important crossroads that lead to Canada’s north. Excellent paved Highways lead the traveler to northern adventure via Highway 49 leading to Peace River and the Mackenzie Highway that will take you to the Northwest Territories, and Highway 43 leading to Dawson Creek, the Alaska Highway and adventure in northeastern British Columbia, the Yukon and Alaska.



It is surrounded by the **Municipal District of Greenview No. 16** and in Census Division No. 18. It is at the junction of Highway 43 and Highway 49, between the Little Smoky River and Sturgeon Lake. Its position, in the junction of the two

highways into the Peace Region, has led to the town motto, "Portal to the Peace"

Just a few kilometers to the west of Valleyview is the **Sturgeon Lake Cree Nation**. The reserve has a population of approximately 1,500.

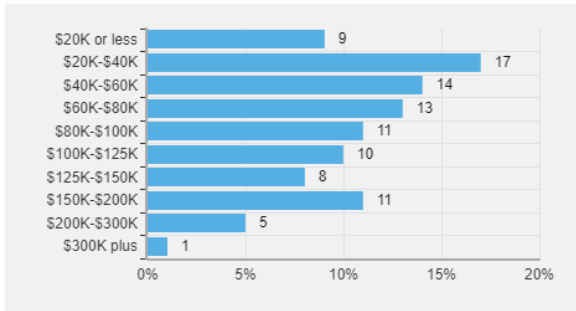
General Population and Growth

Valleyview’s Population

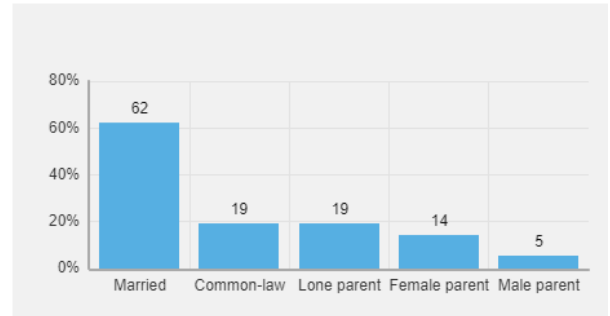
The Town of Valleyview has a population of 1,815, with a trading area of 5000. (2021) (Many of our members live in the M.D. of Greenview.)

Statistic	Valleyview
Population	1,815
Population density (sq km)	208
Median age	38.8
Male/Female ratio	1.0:1
Married couples	62%
Families w/ kids at home	38%

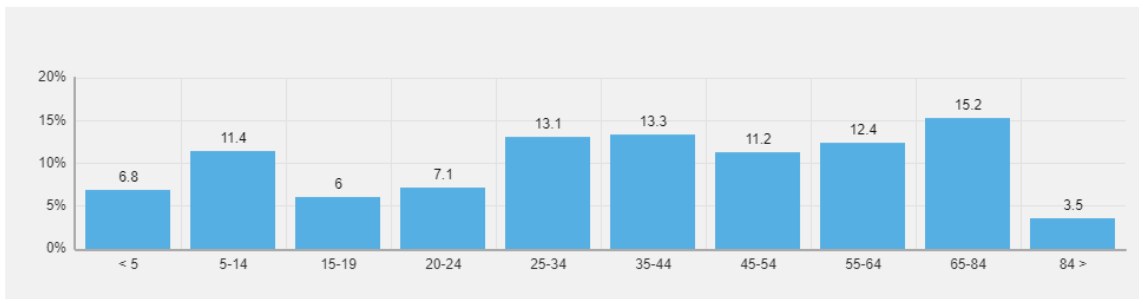
Household Income Distribution



Family Breakdown



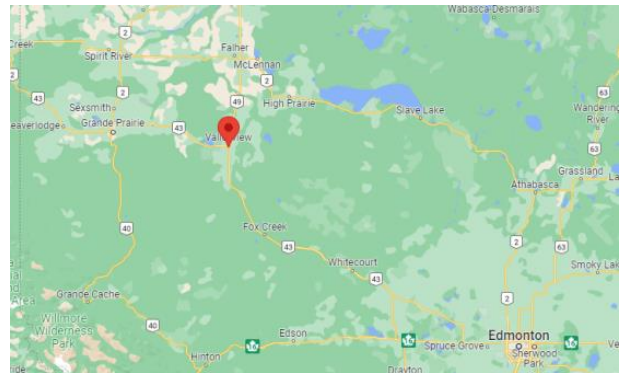
Valleyview Age Breakdown



Source: The Valleyview, AB data and statistics displayed above are derived from Statistics Canada and updated for 2021 by Environics Analytics.

How Far is Valleyview from...

Edmonton	349 km (3 hrs. 34 min.)
Grande Prairie	110 km (1 hr. 12 min.)
Whitecourt	171 km (1 hr. 38 min.)
Peace River	141 km (1 hr. 28 min.)



Education Factors

NORTHERN GATEWAY PUBLIC SCHOOLS

[Oscar Adolphson Primary School](#)

Jr. Kindergarten through Grade 3



[Harry Gray Elementary School](#)

Grades 4-6

[Hillside Jr./Sr. High School](#)

Grades 7-12



HOLY FAMILY CATHOLIC REGIONAL SCHOOL DIVISION

[St. Stephen's School](#)

ECS to Grade 9



NEARBY POST SECONDARY SCHOOLS:

- Northwestern Polytechnic Grande Prairie Campus (120 km)
- University of Alberta (350 km)

VALLEYVIEW HEALTH CENTRE

Valleyview Health Centre

...Includes Continuing Care Facilities.

RECREATION AND FACILITIES

Greenview Regional Multiplex

This state-of-the-art family-friendly facility houses a Multi-Pool Aquatic Centre, Fitness Centre, Walking Track, Fieldhouse, Indoor Play Centre, Dance Studio, Party Room, Boardrooms, Commercial Kitchen, and Concession. Located at 4803 56 Ave. in Valleyview, AB, the Greenview Regional Multiplex officially opened its' doors to the public on February 10th, 2018.

Bowling Alley and the Archery Range

4H Clubs

Dance clubs

Green Space in abundance (and mud) for all types of outdoor activities Polar Palace Arena

Gun Range

Gymnastics

Library

Little Smoky Ski Hill

Red Willow Curling Club

Red Willow Players (theater group)

Seniors Drop in Centre

Tim Hortons!!

Spiritual Climate

The following churches are found within Valleyview:

- Emmanuel Baptist Church
- Good Shepherd Lutheran Church
- St. Anne Anglican Church
- St. Rita's Catholic Church
- Valleyview Evangel Tempel
- Valleyview United Church
- Victory Church

V. WHAT KIND OF LEAD PASTOR DO WE NEED?

- Applicants are required to be licensed with the Christian and Missionary Alliance and ordained or prepared to pursue ordination with the C&MA. ([click here](#))
- A willingness to sign the C&MA "A Call to Excellence" document.
- A deep commitment to the core values and theology of the Christian and Missionary Alliance and a desire to participate in denominational initiatives, working under the leadership of the Western Canadian District of the Christian and Missionary Alliance in Canada ([click here](#))
- Educational requirements in keeping with C&MA policy (theological training at a Bachelor degree level or higher from an accredited school, or acceptable equivalents.)

Core Competencies Required

Character

- Can have fun
- Hospitable
- Down to earth
- Family Oriented – but doesn't have to have a young family
- Cheerleader – motivates team members, injects the right kind of inspiration
- Safe – listens patiently, prays for the congregation diligently, supports them consistently
- Comfortable in a rural community and can relate to rural life and rural people in a hard-working culture
- Sees potential in people – has ability to get people involved and train them
- Comfortable with the noise of young families in church
- Prefers to get things done by working together collaboratively with others
- Can work well with other pastors and churches.

Competencies

- Team builder – has ability to find and develop the right people with the right abilities in the right character, and the right chemistry
- Vision Caster – enthusiasm for turning the church's vision into reality
- Shepherd – draws members into a rich community experience
- Helps the church to march intentionally towards the actualization of its mission
- Organized and can organize team members
- Experienced pastor

- Sound Biblical Teacher
- Musical skills would be an asset
- Able to counsel – use people helping skills
- Is comfortable being a Solo Pastor

VI. Appendix 1 — The Story of Valleyview Alliance Church

VALLEYVIEW ALLIANCE CHURCH HISTORY

Valleyview Alliance Church had its initial start in 1959, with a few different people coming out to lead Sunday services for a while. In 1980 the church was officially started as a Developing Church with the Western District of the Christian and Missionary Alliance. In August of 1986, a portable chapel was erected for a meeting place. In 1992, the church became organized and the next year they had 21 members. From 1997 to the early 2000s, there was an amazing children's ministry, lots of people attending services and over 30 members!

Unfortunately, in the early 2000s, there was some problems in the church, some people left and some hurts needed to be dealt with. It was a hard time for the people who stayed, with not having enough people to do everything and people burned out. There was a transition of pastors coming and leaving but God was good in sending a young couple in Josh and Meagan Rigby in 2009.

During the time that the Rigby's were at Valleyview, the church started engaging more with the local camp, Sturgeon Lake Bible Camp. This camp has become one of the key ministries for the church. People serving in several different capacities as board members, cooks, and staff.

Other ministries started happening and growing as the years went by. Packing shoeboxes for Operation Christmas Child, hosting a Christmas supper at the Food Bank, fixing bikes in conjunction with the Town of Valleyview Bike Rodeo, having a Fall Carnival at the church on October 31. The church also signed a Seamless Link Agreement with an International Worker family in 2013. Due to where they are at, their name will not be shared here, but that family fits in so well with our church family. The church over the years has been able to send 4 separate missions trips to help and encourage them in their work.

In 2013, one couple in our church started with fostering children. Other families, as God moved in their hearts, after that began to foster kids as well. The church had 5 families involved in fostering kids, and others played an integral supporting role to those families caring for children in crisis.

In 2019, we grew in people and children in the attendance again. Sunday school was able to start up after floundering for almost 10 years, due to the lack of children and people to be able to teach.

Moving church online in 2020, was good to still connect and chat with each other. Hearing worship music and the preaching was an encouraging way to worship and connect during a hard time. Now thankfully everyone is coming in person to worship and fellowship.

VALLEYVIEW ALLIANCE CHURCH

In June 2021, Josh and Meagan Rigby resigned, on good terms, to go do ministry elsewhere. In September 2021, Pastor Andy Wiebe came to do transitional ministry, which runs full circle for both the church and Andy. Andy was pastor and Valleyview Alliance Church 1996-1999, and now he's helping the church move from one pastor to another in a healthy way.

VII. Appendix 2 – A Call to Excellence

A Call to Excellence

A Policy of The Christian and Missionary Alliance in Canada

As a spiritual leader in the church, I am called to Kingdom excellence in my life and ministry. I recognize that this is not possible in my own strength but must be a by-product of the indwelling Spirit of the living God. It is in union with Christ that I am sanctified thoroughly; thereby, being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ’s commission. This is accomplished through being filled with the Holy Spirit, which is both a distinct event and a progressive experience in the life of the believer (1 Thessalonians 5:23; Acts 1:8; Romans 12:1, 2; Galatians 5:16-25).

Believing this to be true, I dedicate myself to conduct my ministry in the power of the Holy Spirit according to the biblical principles and ethical guidelines set forth in this code of ethics, in order that my ministry be acceptable to God, my service beneficial to the Christian community, and my life a witness to the world. I recognize that the following standards are designed to preserve the dignity, maintain the discipline, and promote the integrity of my calling as a pastor and to be a sign of the coming Kingdom of God.

**Code of Ethics for Official Workers of The
Christian and Missionary Alliance in Canada**

Biblical principles and ethical guidelines that are pertinent to the life and ministry of leaders include:

1. **Christlikeness principle** - As representatives of Jesus Christ, C&MA official workers are to demonstrate a commitment and lifestyle that models the life of Christ in holiness, grace, compassion, and liberty (1 Corinthians 11:1; 1 Peter 2:21).
2. **Relationship principle** - Our Father in heaven is intensely relational. He invites His followers to walk with Him and know Him as “sons and daughters”. He also calls them to the highest of standards in their personal relationships with self, others, and the rest of creation. Their identity in Christ is defined by the reality and visibility of their love. (Genesis 1:26; 2:18; Matthew 5:23-24; John 13:35)

Therefore:

- Knowing and walking with God will be the principal appetite of my life.
- So far as it depends on me, I will be at peace with all people and will seek both purity and health in all my relationships. (Romans 12:18)

- I will seek to be Christ-like in attitude and action toward all persons regardless of race, social class, religious beliefs, or position of influence within the church and community.
 - I will place the needs of my family above those of my broader ministry family and exhibit that priority by gladly dedicating my time, love, and attention to every member of my family.
 - I will be sexually and emotionally faithful to my spouse and family.
 - I will seek to lead my family in such a way as to enhance my ministry effectiveness.
 - I will actively resist any inclination to form improper physical or emotional relationships.
 - I will seek to regard all persons to whom I minister with equal love and concern, undertake to minister impartially to their needs, and refrain from behaviour that will be divisive.
 - I will endeavour to relate to all ministers, especially those with whom I serve, as partners in the work of God, by respecting their ministry, cooperating with them, and seeking to maintain supportive and caring relationships with them.
3. **Modelling principle** - A worker's private life is not exclusively their own. The Bible exhorts leaders to live lives that are above reproach (1 Timothy 3:2). A worker's witness requires that both the local church and the watching world see the life of Christ, which they proclaim first manifest in the worker's life.

Therefore:

- I will limit my freedoms rather than weaken ministry (1 Corinthians 9:27).
 - Although Christians may hold different views on certain behaviours, I will avoid situations that are likely to have a negative spiritual impact on self or others (1 Corinthians 8:9).
 - I will always seek to conduct myself in a way that will not discredit or diminish the public's trust in Christian leadership.
 - I will responsibly perform my ministry, seeking to lead persons to salvation and to church membership without manipulation and respecting the ministries of other churches and organizations.
 - I will refrain from intoxication, the use of illegal substances, the recreational use of drugs, all kinds of addictive or dependent behaviour, and other self-destructive habits (1 Corinthians 3:16).
4. **Wellness principle** - Godly leaders recognize the integrated nature of body, soul, and spirit and stay attuned to the balance required for effective service. They are to care for their bodies, souls, and spirits in a disciplined and God-honouring way (Psalm 139:13-16; Proverbs 3:1-2; 1 Corinthians 3:16-17; 6:19-20; 9:2; 1 Thessalonians 5:23).

Therefore:

- I will endeavour to lead a life of prayer, study, and meditation upon God's Word, and to maintain extended times of contemplation in order to daily seek God's face.
 - I will seek to keep physically fit through the proper care of my body.
 - I will manage my time well by properly balancing personal obligations, ministry duties, and family responsibilities, and by observing a weekly day off and annual vacation.
 - I will seek to keep myself emotionally healthy.
5. **Servant principle** - Scripture contrasts the acts of the flesh and the fruit of the Spirit (Galatians 5:19-25). The flesh is characterized by taking and consuming. The work of the Spirit is characterized by giving and producing. Lifestyle choices are to reflect the heart of a servant, not an attitude of entitlement.

Therefore:

- I will seek to conduct myself consistently with my calling and commitment as a servant of God, maintaining a life of purity, integrity, and truthfulness.
 - I will give full service to my ministry and will only accept added responsibilities if they do not interfere with the overall effectiveness of my ministry.
 - I will listen to the needs of those I serve and keep in confidence information shared with me unless it will result in harm to self or harm to others, or as required by law.
 - I will exercise confidence in lay leaders by inviting their meaningful participation, enabling their training, and stimulating their creativity.
 - I will seek to lead the ministry for which I am responsible to achieve agreed-upon goals. I will remain open to constructive criticism and to suggestions intended to strengthen ministry.
 - I will exercise my teaching/preaching responsibilities, giving adequate time to prayer and preparation, so that my presentation will be biblically based, theologically correct, and clearly communicated, speaking the truth of God's Word with conviction in love, and will acknowledge any extensive use of material prepared by someone else.
6. **Stewardship principle** - All Christians are entrusted with God's gifts, resources, and creation. Leaders are to set an example in the stewardship of such a trust (1 Peter 4:10; 1 Corinthians 9:17)

Therefore:

- I will strive to grow through comprehensive reading and through participation in professional educational opportunities.

- I will be honest and responsible in my finances by paying all debts on time, never seeking special gratuities or privileges, giving generously to worthwhile causes, and living a Christian lifestyle.
 - I will give tithes and offerings as a good steward and example to the church.
 - I will gain permission from my Board or regional developer before starting a business or seeking additional employment.
 - I will not engage in any business where I would actively solicit funds from the people to whom I minister.
7. **Submission to authority principle** – Submission to those in authority over believers is a clear biblical mandate. (Hebrews 13:17). Workers are to walk with humility and willingly submit to those in authority over them.

Therefore:

- Having chosen to minister under the authority of The Christian and Missionary Alliance in Canada (the “C&MA”), I will submit to constituted authority as identified in the Manual of the C&MA, including the leadership of the district or region within which I serve, and abide by the policies, official statements, and guidelines of the C&MA in the manner prescribed by these categories. I believe and will faithfully teach all the doctrines contained in the statement of faith of the C&MA.
- As a worker of the C&MA, I will unreservedly advance the vision and ministry of the C&MA, including raising generous support for the Global Advance Fund and other denominational priorities.
- Where appropriate, I will offer responsible criticism to those in authority and I will follow C&MA processes to bring change to programs and policies of the C&MA.
- I will not use my influence to alienate the ministry to which I have been appointed from the C&MA, and I will not use my influence to solicit members from my previous ministry to start another ministry unless officially endorsed by ministry leadership.
- I will encourage the ministry of my successor at the conclusion (resignation, termination, retirement) of any ministry position and will refrain from interfering in their ministry or with the people my successor serves. I will entirely remove myself from that ministry unless otherwise directed or permitted by my superintendent or regional developer.
- When serving in a pastoral staff role, I will offer my support and loyalty to the lead pastor or, if unable to do so, seek another place of service.
- I will only perform services in the area of responsibility of my colleague in the Christian ministry upon their request or with their consent.

8. **Mediation principle** – Disputes between believers are to be settled within the context of the church, not the secular courts. (1 Corinthians 6:1-7)

Therefore:

- If I believe that I have been wrongly treated by my denomination or local church and choose to seek redress, I will do so first by seeking mediation for resolving the dispute as outlined in the Process for Mediation and Arbitration of The Christian and Missionary Alliance in Canada.

By signing my name to this document, I declare my intention to live my life and conduct my ministry, with God’s help, in a godly and ethical way. Further, I recognize that deliberate non-compliance with the statements contained in this document renders me liable to discipline in accordance with the conditions of my license to minister in the C&MA.

Name _____ Signature _____
Date _____

Amendments

The Call to Excellence may be amended by a majority vote of the Board of Directors.

- Adopted – Board of Directors, November 2011
- Amended – Board of Directors, November 2013
- Amended – Board of Directors, February 2018
- Amended – Board of Directors, February 2020