

## **THE PINE STREET PRESBYTERIAN CHURCH**

310 North Third Street

Harrisburg, PA 17101

### **Job Description for the position of INTERIM PASTOR**

#### **POSITION TITLE: FULL-TIME INTERIM PASTOR**

**MISSION STATEMENT:** Pine Street Presbyterian Church is a welcoming church, glorifying God through worship, fellowship, and service in the world

**OVERALL FUNCTION AND OBJECTIVE OF THE POSITION:** To provide spiritual leadership, administrative oversight, organizational direction and pastoral care to a congregation of approximately 250 members with a broad program of worship, preaching, music, Christian education, community ministry, mission support and fellowship; as well as continuing participation in the several judicatories of the PCUSA, as appropriate.

The Interim/Transitional Pastor is under the ultimate supervision of the Session of the Church (the “Session”) and is accountable to it through its Personnel Committee. The Pastor shall provide leadership to the congregation and staff, as more fully described below.

#### **DUTIES AND RESPONSIBILITIES:**

1. Will be a member of Carlisle Presbytery, taking an active role in its ministry.
2. Plan, prepare and conduct all services of worship deemed appropriate by the Session. This leadership shall include preaching and celebration of the sacraments. Leading worship will include serving as the primary preaching minister, preparing and preaching biblical sermons oriented to the life of the congregation during this time of transition.
3. Provide biblical-based preaching and teaching ministry consistent with the Reformed tradition.
4. Provide spiritual and administrative leadership to the congregation, seeking to incarnate the gospel and all that it commands in the life, witness and internal affairs of the congregation and its members and staff.
5. Ensure that pastoral care is provided for the congregation including calling upon the sick and the shut-ins on a regular basis, and counseling for all who seek guidance through the church.
6. Serve as Head of Staff, supervising all full-time and part-time professional and support staff.
7. Serve as Moderator of the Session and congregational meetings.
8. Perform other pastoral, ministerial or administrative duties as discussed with the Session.
9. Officiate at weddings and funerals as approved by the Session and in accordance with the Directory for Worship.
10. Work in a collegial relationship with the church staff and Session to address the organizational operations of both the church and of its missions, evaluating staffing patterns and best practices for the future.
11. Work with the boards and their committees, assisting and supporting them in accomplishing the ministry of the church.
12. Participate in the training and the equipping of newly elected officers.
13. Represent the congregation in the community and community missions.
14. Provide leadership, support and participation in the several judicatories of the Presbytery of Carlisle, the Synod of the Trinity, and General Assembly of the United Presbyterian Church in the U.S.A.
15. Provide leadership needed by the congregation in transition. In particular:

- a. Engage fully in the PneuMatrix project offered through the Commission on Ministry of the Presbytery of Carlisle.
- b. Utilize the findings from the PneuMatrix project along with other work in the congregation to provide the basis for the Ministry Information Form (MIF).
- c. Upon election of the Pastoral Nominating Committee, work to develop among the congregation and its leaders, a commitment to the directions discerned for the future with a new leader.

**CHARACTERISTICS REQUIRED:**

This position requires a person with an active commitment to faith in Jesus Christ as Lord and Savior, and a desire to serve Him in and through His church. The Interim/Transitional Pastor must have the following:

- 1) Served 10+ years as a Solo Pastor.
- 2) Served at least 2 years as an Interim/Transitional Pastor
- 3) Received Interim/Transitional Pastor Ministry Training.
- 4) Able to conduct worship services and educational programs in English.
- 5) Physically able to perform all the requirements of the job.

This position is open to persons of all racial and ethnic groups, adult ages, all genders, various disabilities, diverse geographical areas, and different theological positions consistent with the Reformed traditions. This position is for a twelve (12) month period, renewable.