

Job Description

Old Greenwich Presbyterian Church

Stewartsville, New Jersey 08886

Job Title: Interim Pastor, Old Greenwich Presbyterian Church

Status: Full Time

Accountability: The Interim Pastor is accountable to the Session and the Presbytery.

Purpose: The Interim Pastor is responsible for moderating the Session and for providing pastoral leadership and administrative oversight of the church's ministries, including worship, music, preaching, teaching, mission service, stewardship, and fellowship. He/she will work with the Session and Church staff to provide opportunities for members to engage in worship, discipleship and mission. He/she will use his/her developed interim-specialist skills to assess the congregation's current and long-term needs and provide inspiring counsel and leadership to help the Church identify what it is called by God to be in the future.

The Interim Pastor will support the congregation so that it can continue to identify its mission and purpose as the body of Christ during the time between installed Pastors. He/she will help prepare the congregation for new pastoral leadership.

Responsibilities:

- To provide an outstanding biblically based preaching and teaching ministry to a church in transition
 - To preach, lead in worship, and provide a teaching ministry that will lead to the spiritual growth of the membership and awaken them to an active outreach to their neighbors in Christianity.
 - As Head of Staff, to administer the church's ministries by leading, directing and supervising the professional staff: Music Director, Co-Music Director, Organist, Administrative Assistant, Financial Secretary, Treasurer and Sextons.
 - To moderate session meetings, meet with committees, support Deacons, Trustees and other boards of the church, monthly or as the need arises.
 - To lead and inspire the session and congregation in the development of new ministries and the provision of necessary financial support for same. Motivate and be available as a resource person to the lay leaders of the church.
 - To provide pastoral services for those in crisis situations or sick, visiting church members, providing for Communion for homebound and for counseling as needed.
 - To administer sacraments of communion and baptism.
 - To officiate at weddings and funerals of members.
 - To participate in Confirmation Class and youth ministry.
 - To teach New Members classes as needed.
 - To attend and support church functions.
 - To be devoted to meeting the needs of Old Greenwich Presbyterian Church and its congregation
 - Assisting the Congregation with the Discernment Study in preparation for the new pastor.
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- Assist the congregation in the interim tasks of:
 - celebrating the church's history
 - strengthening and continuing ties with Presbytery, Synod and GA

- inspiring participation of members and friends in activities and mission of the church
- leading the church to a renewed vision for their future
- providing for smooth transition of congregational leadership
- preparing for the welcoming of the new pastor

The Interim pastor will not be considered for the installed position.

Qualifications:

- Graduate of a nationally recognized seminary or divinity school
- Ordained by PC USA and in good standing
- Experience as a called pastor and/or interim pastor
- Must have completed Interim Ministry training
- Experience as head of staff
- Effective interpersonal and communication skills
- Effective Pastoral Care skills
- Possessed of mature Presbyterian theology and desire/ability to inspire congregation with same in worship setting and other pastoral engagements

How to Apply: Send PIF to Jeanne Radak, Presbytery leader, jbradak@newtonpresbytery.org