

Interim Senior Pastor Position Description

Title: Interim Senior Pastor for Pleasant Hills Community Presbyterian Church.

Brief Description of Pleasant Hills Community Presbyterian Church:

PHCPC is a 1500 member church with a combined attendance of 425 at the traditional and contemporary services each Sunday morning. Ministries are categorized into three broad categories of reach, grow, and send. PHCPC is a team-based ministry paying attention to the growth of leadership, discipleship, personal friendship, and Christian fellowship. Our leadership style is based on giving people the permission to pursue their visions of ministry around our congregational vision.

The church has a newly established adult education program, a children's ministry, and a large and successful youth program. PHCPC is mission focused with efforts locally, nationally, and internationally.

For the past couple years we have been a church in transition that has resulted in declining worship attendance and budget challenges. The current annual budget is in excess of \$800,000. There will be a newly enhanced stewardship program for the fall of 2010.

Our community is an exceptionally delightful suburb of Pittsburgh situated about eight miles from downtown. We have a large and versatile campus, able to accommodate virtually any ministry or event.

Accountability: Session – Presbytery

Position Summary: The Interim Senior Pastor functions as the Head of Staff, Moderator of Session, and oversees all operations of the church. This person is responsible for developing and providing guidance, love, healing, and leadership to the staff as well as the congregation.

Principle Duties and Responsibilities include but are not limited to the following:

1. Serve as Moderator of the Session
2. Provide for spiritual leadership to all members of the church
3. Lead services of worship, including Communion, Baptism, marriage and funerals
4. Function as Head of Staff to develop and provide leadership
5. Work closely with the Trustees and Session to control and direct spending within the budget allocations
6. Direct, assist, and coordinate Associates Pastor(s), Directors of Youth, Children's, and Worship/Music Ministries, Business Manager, and administrative staff
7. Assist the congregation in the interim tasks of:
 - a. Respecting the church's history
 - b. Leading the church to a renewed vision for its future
 - c. Arranging for smooth transition of congregational leadership
 - d. Preparing for the welcoming of the new Senior Pastor
 - e. Facilitating the process of defining the organizational structure, responsibilities, and interrelationships of Senior Pastor, Session, and staff
 - f. Strengthening and continuing ties with Presbytery, Synod, and General Assembly
8. Provide support to the leadership of the various Session committees and Deacons
9. Perform and/or supervise hospital/home-bound visitations and counseling of church members

Page Two – Interim Senior Pastor Job Description - PHCPC

Skills:

In addition to the above Principle Duties and Responsibilities, the Interim Senior Pastor would need to have the ability to:

1. Demonstrate a vibrant and compelling relationship with God in Christ; respond to the power of the Holy Spirit in daily life; be obedient to Christ's mission to go and make disciples
2. Communicate with impact both orally and in writing. Delivering engaging, challenging, Bible centered, and life changing sermons are very important for this position
3. Sustain and build relationships with the congregation, staff, and community using appropriate interpersonal skills that will bring about collaborations and partnerships to enhance the Spirit of Christ within the church
4. Identify problems, obtain input, and analyze potential outcomes and commit to appropriate action
5. Motivate, delegate and empower appropriately while providing guidance and resources consistent with the specific needs and skills of each member of staff and associated lay support as we carry out God's mission for the church
6. Plan and organize by prioritizing the issues, identifying the resources, using time effectively while staying focused on the goal of accomplishing Christ's mission, and take responsibility for the day-to-day operations of the church to ensure its financial and organizational strength and growth
7. Be an ordained minister of the Word and Sacrament.

Prior to starting, a person new to staff must complete and return to the Business Office processed PA Child Abuse Forms and Criminal Record Check Forms.

Interested parties should send a PIF with links to recent sermons to Diane McGirk at diane.mcguirk@libertyusa.com

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