

TEMPORARY ASSOCIATE PASTOR

Pleasant Hills Community Presbyterian Church

199 Old Clairton Road

Pittsburgh, PA 15236

PART TIME --pprox. 12 hours/week

ACCOUNTABILITY: Senior Pastor Head of Staff and the Session (through the Trustee for Personnel).

POSITION SUMMARY: The Temporary Associate Pastor functions as part of a staff team which operates on a discipleship-based concept of ministry. This person is responsible for providing assistance in the pastoral areas of Deacons, visitations, and preaching.

This is a quarter-time exempt position representing approximately 12 hours per week with duties as assigned by the Senior Pastor.

Principle Duties and Responsibilities:

Share in administrative and pastoral duties to include:

1. Staff liaison to Board of Deacons
2. Visitations to hospitals, care facilities and homebound
3. Preaching approximately twice per quarter
4. Attend staff meetings as assigned by Senior Pastor
5. Other duties as assigned by Senior Pastor

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

Resumes and contact: Cindy Wozinak, Business Manager PHCPC

Email: business@pleasanthillschurch.com

Telephone: 412.655.2000 x 132

November 2011