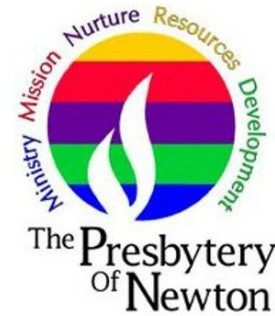


TRANSITIONAL PASTOR POSITION DESCRIPTION
PRESBYTERIAN CHURCH OF
Long Valley Presbyterian Church



Position Description:

The Interim Pastor is accountable to our Lord Jesus Christ, the Session and Presbytery, for the spiritual growth of the congregation leadership and direction during the time of transition, and administrative activities of the church.

The 30 hours Interim/Transitional pastor will fulfill the following specific responsibilities - 30 hours per week

- Plan, lead and deliver a sermon during 4 worship services each month. Additional services are required during Lent, Thanksgiving, and Advent seasons. Sunday Worship and Congregational Fellowship – (LVPC only expects the Interim to be present on the Sundays he/she is responsible for the preaching ministry, 4 Sundays per month.) The worship committee will be responsible for securing guests to fill the pulpit on the 5th Sunday of the month and other times when the Interim is on vacation or study-leave. LVPC has developed a group of lay preachers from the membership of the congregation, some who have provided preaching assistance for several years when the pastor is away. Currently we have one full service and one chapel service on Sunday. We would be open to discussing having two if the chapel service did not fit into the timeframe.
- Administer the sacraments. This includes pre-baptismal counseling meetings.
- Officiate at weddings and funerals. This includes pre-wedding counseling and meeting with family members making funeral arrangements. Elders will assist as requested.
- Support the church's program as time permits.
- Visit hospitalized members and shut-ins and administer the Sacrament of Communion as requested along with using elders to supplement this need as well.
- Provide pastoral care for the congregation and for all who seek comfort and guidance through the church.
- Serve as Moderator of the Session.
- Serve as Head of Staff to three part time positions with the assistance of the Personnel Committee and the Personnel Elder.
- Assist boards and committees of the church in their ministry as scheduled. Initially meet with every committee and then as needed or scheduled.
- 2-3 Weekday Office Hours – hours to be determined based on weekly schedule

- One [1] evening responsibilities per week (including session meetings, essential committee meetings and Presbytery Responsibilities). Events such as bible study are congregational run. Participation not necessary. Essential committees would be worship, personnel, session. Gifts and Talents and Mission would be if time allows.

Duration:

The position will initially be for 12 months and can be extended with mutual agreement.

The session will give 60 days' notice to the interim pastor of termination of covenant.

Covenant maybe terminated by either party with two months' notice and COM concurrence.

Who Are We:

Our vision is lived out in the experience of joyful interaction as we gather together to give praise to God and our Lord Jesus Christ. LVPC is an attractive, warm, and welcoming place to worship, where we sing hymns, talk with one another, share joys and concerns and worship with a wide-variety of worship arts from audio-visual, traditional and contemporary music and instruments, sermon and worship videos, and liturgical dance. We live our vision to be a joyful people of faith through church and home bible studies, fellowship activities, and hands-on mission endeavors. We take extreme pride and commit to the spiritual education of youth and children. Our weekly youth programs, retreats, mission trips and bible studies grow our young people in the faith.

LVPC has enjoyed and maintained its membership due to its focus on preaching, worship, and the spiritual development of children, youth and adults. Though a transient community, due to job relocation and retirement, it brings us joy knowing LVPC is growing through exceptional programming to youth and adults and outstanding worship with consistent, relevant, biblical preaching, all to God be the Glory! LVPC continues to be an active PCUSA congregation and is growing in our faith and membership as 90% of our members and ministry has joined over the past 15 years.

- The Interim will be a gifted preacher, preaching sermons and "series" with the purpose of connecting the scriptures with everyday living. We do not desire a sermon reader. (Our departing pastor preached exclusively out of the pulpit and regularly provided illustrations, stories, and audio-visual support as part of the sermon and message.)
- An administrator who can provide leadership to our program, support staff and volunteers during transition (especially our Youth Director.)
- A compassionate person who can provide spiritual direction and pastoral care to those in need, especially during emergency and trying times
- A person with passion for parish ministry
- A person who desires to continue the Pastor Model of Ministry where they are active and involved in the life of the church and its members
- A person who can assist and comfort people as they face the events of life – including the eventualities and realities of life, ups and downs and the in-betweens, promoting spiritual development and direction.

- A person who enables people to deepen their faith in Jesus as Savior and Lord and to grow in Christian discipleship
- LVPC is seeking a pastor equipping us to be active in the 21st century as we go forth supporting the social justices of humanity as our Lord Jesus Christ guides us..

Please send your PIF to Rev. Jeanne Radak, Presbytery Leader, Presbytery of Newton
jbradak@newtonpresbytery.org