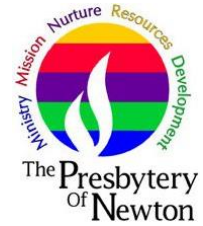


Interim or Transitional Pastor Position Description First Presbyterian Church of Rockaway



The fulltime Interim/Transitional pastor will fulfill the following specific responsibilities:

- Plan, lead and deliver a sermon and a children's message during one worship service each week. Additional services are required during Lent, Thanksgiving, and Advent seasons
- Administer the sacraments. This includes pre-baptismal counseling meetings.
- Officiate at weddings and funerals. This includes pre-wedding counseling meetings and meeting with family members making funeral arrangements.
- Support and be a resource person for the churches programs and ministries.
- Provide pastoral care for the congregation and for all who seek comfort and guidance through the church.
- Work collaboratively with Congregational Care/Deacons visiting hospitalized members and shut-ins.
- Serve as Moderator of the Session.
- Serve as Head of Staff.
- Assist boards and committees of the church in their ministry as needed. Initially meet with every committee.
- Attend Presbytery meetings and keep COM informed on the health of the congregation.
- Train newly elected officers
- Lead new members' class as needed.
- Be available in the office a minimum of 4 days and 20 hours per week and be available by phone, text or email during business hours.
- Come to a mutually agreed upon emergency procedure for after hours.
- Work to promote reconciliation within the congregation.
- Lead the Congregation through a Discernment Study, following the process approved by the Missional Ministry Team, which will lead to election of the Pastor Nominating Committee and the Mission Information Form (MIF).

Duration:

The position will initially be for 12 months and can be extended with mutual agreement. Minimum compensation and benefits shall be paid through the sixty-day notice period. It can be cancelled by either party with two months' notice and COM concurrence.

Manse/Housing:

The interim pastor may use the manse or be provided with a housing allowance.

If you are interested in the position please send your PIF to Rev. Jeanne Radak, Presbytery Leader, jbradak@newtonpresbytery.org