

INTERIM PASTOR/HEAD OF STAFF

I. Purpose of this Position

- A. To provide spiritual leadership, pastoral care, administrative oversight, and organizational direction to the congregation while the church is seeking an installed pastor. This should be accomplished through a broad program of worship, music, preaching, teaching, mission, prayer, visitation, fellowship, and compassion.
- B. To prepare the congregation for a new installed pastor and help them navigate the transition in leadership with faith and hope.

II. Accountability

- A. As a follower of Jesus Christ, first to God, then the Presbytery of Baltimore.
- B. Within the life of the congregation, act as moderator of the Session under the oversight of the Personnel Committee.

III. Job Functions

- A. Provide leadership in worship through an inspiring, biblically-based and socially relevant preaching and teaching ministry. Interpret the Scripture through the creeds, confessions and articles of faith unique to the Reformed tradition. Coordinate the weekly worship throughout the church year with texts, music, and prayers that are appropriate and relevant.
- B. Administer the Sacraments both within and without the Sanctuary under the policies of the Session and Constitution of the PC (USA).
- C. Counsel and officiate in baptisms, marriages, and funerals.
- D. Lead and inspire the Session and congregation to personal involvement in the mission of the church.
- E. Lead, direct, and supervise the staff on a daily basis.
- F. Work alongside the Commissioned Lay Pastor to provide pastoral care for those in need or in crisis situations.
- G. Connect the congregation to the larger church.

IV. Characteristics and qualifications needed

- A. Experienced leadership in all aspects of worship and proven ability to educate, communicate with and motivate the congregation for meaningful participation.
- B. Ability to share the members' struggles regarding the Christian faith and provide opportunities for individuals and groups to reflect on beliefs, concerns, and doubts regarding the Christian understanding of the spiritual dimensions of life.
- C. Commitment to work with Commissioned Lay Pastor to provide for the pastoral care of all members, including hospital and emergency situations and those who are homebound.
- D. Ability to interpret and teach the scriptures, theological concepts, history of the church, and current events in an exciting and challenging manner.
- E. Proven ability to accept appropriate administrative responsibilities, delegate tasks, and share leadership with staff colleagues and volunteers.
- F. Commitment to the polity, peace, unity and purity of the Presbyterian Church U.S.A.
- G. Dedication to and active participation in the mission and activities of Harundale Presbyterian Church.
- H. A dynamic approach and personality attractive to all age groups.
- I. An openness and receptivity to change and new ideas.