

Transitional General Presbyter Job Description

Job Title: Transitional General Presbyter

Organization: Presbytery of the Pacific, Presbyterian Church (U.S.A.)

Location: Los Angeles, California

Reports To: Committee on Staff

Classification: Full time Exempt

Position Summary

The Transitional General Presbyter serves as the head of staff for the Presbytery during a transitional period. This role provides spiritual, strategic, and administrative leadership to congregations, clergy, and governing bodies while preparing the Presbytery for the call of a General Presbyter.

Key Responsibilities

1. Transitional Leadership

- Guide the Presbytery through a defined transitional period following the departure of the previous General Presbyter
- Maintain continuity of mission, vision, and operations
- Assist leadership in assessing current realities, challenges, and opportunities

2. Governance & Administration

- Supervise, support, and evaluate Presbytery staff, fostering a collaborative and healthy staff culture
- Collaborate with and support the Stated Clerk, Presbytery committees and commissions as assigned, and other Presbytery entities
- Ensure compliance with the Book of Order (PCUSA)

3. Pastoral Leadership & Care

- Provide pastoral support to ministers, congregations, and Presbytery leaders
- Assist with conflict management, congregational transitions, and crisis situations
- Seek to address, heal, and reconcile any strained relationships between congregations, ministry leaders, and the Presbytery
- Strengthen relationships across the Presbytery
- Give particular focus to service as pastor, consultant, coach, healer, and encourager to congregations and ministry leaders

4. Transition Preparation

- Provide insight into organizational structure, staffing, and future needs
 - Work with leadership to prepare for the search and call of a General Presbyter
 - Ensure a smooth handoff at the conclusion of the transitional period
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Qualifications

- Ordained Minister of Word and Sacrament in the Presbyterian Church (U.S.A.), or eligible for reception, or Ruling Elder in the Presbyterian Church (U.S.A.)
 - Demonstrated experience in presbytery or mid-council leadership
 - Strong skills in conflict mediation, organizational leadership, and change management
 - Knowledge of PC(USA) polity, including the Book of Order
 - Excellent communication, facilitation, and pastoral care abilities
 - Experience engaging communities of diverse languages and cultures with comfort, humility, and effectiveness
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Preferred Experience

- Prior service as General Presbyter, Associate Presbyter, or Transitional General Presbyter
 - Training in transitional ministry or transitional leadership
 - Experience guiding congregations or councils through change or conflict
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Core Competencies

- Spiritual maturity and theological grounding
 - Adaptive leadership in times of transition
 - Emotional intelligence and relational trust-building
 - Strategic thinking and organizational clarity
 - Commitment to the mission and values of the Presbyterian Church (U.S.A.)
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Term and Compensation:

Compensation: Compensation is commensurate with experience and follows Presbytery and denominational guidelines, including salary, housing allowance (if applicable), benefits, and reimbursable expenses.

Term: The Transitional General Presbyter shall be appointed for one year, with possible extensions, with the understanding that either party may terminate the agreement with sixty (60) days' notice.

Prohibition

To ensure focus on transitional work, the Transitional General Presbyter will not be eligible to serve as the Presbytery's next installed General Presbyter.

Application Process

Interested candidates should submit:

- Cover letter
- Resume or Personal Discernment Profile (PDP)
- Two names as references
- Responses to the following narrative questions (limit 1,000 characters per question, including spaces and punctuation):
 1. How do your particular gifts, experiences, and training equip you for the ministry setting in the Presbytery of the Pacific?
 2. Describe a moment when you have “served using your energy, intelligence, imagination, and love” that led to positive change.
 3. Describe a recent ministry experience that demonstrates your effectiveness in handling conflict and fostering reconciliation.

Applications should be sent to: presbytersearch@pacificpresbytery.org

Equal Opportunity Statement

Presbytery of the Pacific is committed to fostering a diverse and inclusive environment in accordance with the values of the Presbyterian Church (U.S.A.).