**Southminster Presbyterian Church**

**916 E. Central Road**

**Arlington Heights, IL 60005**

**www.spcah.org**

**Job Description - Interim Pastor (Head of Staff)**

**Part-time (.75 FTE/ 30 hours per week on average)**

**(MIF: MIF #: 00055.AE0)**

**Job Summary**

Southminister Presbyterian Church seeks a highly qualified pastor who will provide dynamic worship, sound administrative leadership, and congregational care.

**Duties and Responsibilities**

* Orchestrate dynamic worship services and administer the Sacraments. Preach 3 times a month in 5 Sunday months and 2 times a month in 4 Sunday months. and administer the sacraments.
  + Sunday worship alternates between traditional and contemporary worship formats.
  + Sunday worship is available via live streaming
* Provide spiritual and administrative leadership for the congregation.
  + Provide effective management, supervision and mentoring to the staff and lay leaders and review current staffing model.
  + Serve as moderator of the Council (Session)
  + Serve as ex-officio member of the Personnel Ministry Team
  + Train newly elected officers
* Hold regular weekly office hours at the church. Support the implementation of the new “Oasis” vision with ministry teams and the congregation. Vision includes, but is not limited to:
  + Working with the AP and relevant staff to establish a contemporary worship on a Saturday or a weekday.
  + Creating and supporting conversations with smaller churches about merging
  + Creating, with Associate Pastor and Communications Coordinator an evangelism plan, including social media/web presence.
  + Developing and implementing with the Generosity elder and Council (Session) to implement a strong year round stewardship campaign.
* Provide pastoral care for the congregation with the associate pastor.

**Minimum Qualifications**

* A minimum of a Master of Divinity degree required.
* Ordained as PC(USA) Minister of Word and Sacrament or ordained as a pastor in a denomination in full communion with the PC(USA).
* Demonstrated ability lead and manage staff and support lay leaders
* Demonstrated experience with change management to support implementation of vision plan.
* Exhibit a deep commitment to the Christian faith

**Terms of Call**

* Part-Time – 30 hours
  + Sunday mornings

4 weekdays to be determined

* Occasional special Saturday events a few times a year. Salary/Housing—Negotiable
* Board of Pension—Health insurance and pension payment
* Vacation—4 weeks per year, including Sundays

**Core Competencies**

* Delivers grace-filled sermons which are applicable to day-to-day living based on biblical knowledge.
* Builds trust based on mutual respect for diverse opinions
* Strong organizational skills
* Creates strong interpersonal relationships and works well on a team

**Physical Requirements**

* Ability to climb stairs to choir loft where instruments and technology are located.

**Responsible to:**

* Leadership Council (Session)

**Other:**

* Leadership Council will review after one-year.
* Position is expected to be needed until a permanent head of staff is hired.

**Interim Pastor Team Leader: Thomas Morrow.**

**Contact at** [thomas@wave3learning.com](mailto:thomas@wave3learning.com)

Applications will be accepted until the position is no longer available.