

**Thomas Presbyterian Church**  
**1068 Linden Road**  
**Eighty-Four, PA 15330**  
**office@thomaspres.org**

**September 28, 2020**

**Interim Pastor Position Description**

Thomas Presbyterian Church is seeking a part-time Interim Pastor. This individual shall serve the congregation to prepare us for our next pastor and carry us through the search process as well. Salary shall be commensurate to the candidate's experience in pastoral ministry. The successful candidate upon approval by the Presbytery shall enter into an agreement with Session for a period of six months.

This is a part-time salaried position for 19 hours per week, pro-rated based on Washington Presbytery's Minimum Terms of Call for the current year.

**Responsibilities & Duties**

- Serve as moderator of the Session, upon approval by the Presbytery
- Provide for worship and pastoral leadership by leading services of worship, including Communion, Baptism, marriage and funerals
- With the Ruling Elders, lead the Church to a renewed vision for our future and provide smooth transition to a called Pastor
- With the Ruling Elders, call on the sick, homebound and those in long-term care facilities as needed
- Establish and publicize office hours and be available for meetings, appointments and activities as requested
- Moderate congregation meetings

**Support**

The Session agrees to support and encourage the Interim Pastor by:

- Working faithfully with him/her
- Communicating regularly about pastoral concerns, needs within the congregation, issues in the life of the Church, personal and institutional difficulties that need addressed
- Continuing to do the work of the Session and completing other responsibilities of ruling elders
- Assisting in accomplishing the responsibilities and duties as indicated in this document or as assigned by Session
- Praying with and for them
- Providing adequate compensation, guided by the Presbytery's minimum salary expectation
- Reviewing his/her ministry with the Interim pastor every six months. A six-month review is required.

**Renewal**

Renewal of this agreement shall be by invitation of Session with the Presbytery concurrence. Normally, Presbytery requires renewal for at least a six-month period of time but not to exceed one year. Such renewal, including specific length of time, shall be entered into the Session minutes and communicated to the Interim Pastor and Presbytery in a written letter.

**Termination**

This agreement can be terminated by the Interim Pastor or Session, after Presbytery concurrence, with the termination date no sooner than thirty (30) days after written notice has been given. The Interim Pastor may choose vacation/study leave during this period, if available, with the approval of Session.