

Job Description – Part-time Pastor Fourth Presbyterian Church – Washington, PA

Title: Part-time Pastor, Fourth Presbyterian Church – 25-30 hrs./week

Reports to: Session

Purpose: To provide a balanced Presbyterian ministry of preaching, pastoral care, and organizational leadership, helping the church to grow in spiritual vitality, and encouraging new families/individuals to join to fulfill our mission to worship, witness, and work for Jesus Christ.

Who Fourth Presbyterian is: *A caring, community church of 40 members, primarily 50+, who relates as a family – Fourth Presbyterian prays and assists one another through trials and tribulations and works on events and outreach to grow and benefit the church, Presbytery, and community at-large. Worship includes traditional Presbyterian and gospel music played on a wonderful, pipe organ donated many years ago by Pittsburgh's Andrew Carnegie, as well as a special member-donated piano that accompanies our small choir. Local, national and international mission support is a strength whether it be in monetary donations or "physical" support through volunteer labor. At a prime location in the city of Washington, the Fourth Presbyterian is seeking a part-time Presbyterian pastor to lead us into the future.*

Qualities We Seek in our Pastor:

1. Worship/sermon leadership 10-15 hrs./week
2. Relationship builder who can engage all ages – 5 hrs./week
3. Energetic – eager to see the church's mission move forward
4. Strong administrative skills – 5 hrs./week

Responsibilities:

1. Serve as Moderator of the Session, upon approval by Presbytery following the Book of Order
2. Provide for worship and pastoral leadership following the teachings of Jesus as taught in the Presbyterian tradition.
3. Lead services of worship, including communion, baptism, marriages, funerals.
4. Assist the congregation in the following tasks:
 - continue ties with Presbytery, Synod and General Assembly
 - leading the church to a renewed vision for our future
5. Provide leadership support for various committees of Session
6. Perform personal administrative duties and working with church office staff to ensure weekly bulletins contain info you want.

7. Assist in congregational communication through publications and personal contact.
8. Help maintain church's website, Facebook page, and weekly communications by giving info to clerical staff or entering your own info.
9. Serve as resource for church school, youth and other groups using the church.
10. Lead the congregation in reaching the community in mission and in ministry.
11. Call on sick, hospitalized, homebound with Deacons' help to arrange their celebration of Communion.
12. Provide leadership to Session and as needed, to the Deacons.

Interested applicants should email their PIF to Clerk of Session Sandy Sabot at sandysabot@gmail.com along with their salary requirements.