

POSITION DESCRIPTION
For
INTERIM PASTOR/HEAD OF STAFF

Scope and Purpose

- * To provide temporary/transitional leadership as Pastor/Head of Staff for Second Presbyterian Church of Louisville, KY, as the church prepares to call its next installed Pastor/Head of Staff.
- * To support and encourage the congregation in living into a recently completed visioning and strategic planning process.

Qualifications

- *A Master of Divinity degree from a recognized Christian theological institution is required.
- *An understanding of and acceptance of the polity, policy, and structure of the Presbyterian Church (U.S.A.) and support for the theological perspectives of our tradition as outlined in *The Book of Confessions* of the PC(U.S.A.).
- *At least five years of experience serving a larger, multi-staff congregation as head of staff is preferred.
- *Experience and training in transitional ministry is preferred.
- *Demonstrable relational, pastoral, organizational, and communication skills.

Responsibilities

- *Serving as the primary preacher for two Sunday worship services during the school year and one during the summer, as well as special services such as Maundy Thursday. Our two Associate Pastors will share in preaching responsibilities as able and as determined in consultation with the Head of Staff.
- *Planning worship in collaboration with other staff members.
- *Moderating/attending monthly session meetings and any congregational meetings, including the annual congregational meeting.
- *Providing pastoral care: presiding at weddings and funerals as appropriate, hospital visitations, and visits with members who are homebound and in care facilities in collaboration with the church's other pastors and staff.
- *Educational leadership: teaching/participating in biblical studies and other Christian education during the week and occasionally on Sundays.
- *Serve as staff liaison to several congregational committees in consultation with the current session and Personnel Committee.
- *Leading and supporting our pastoral, program, and support staff through weekly staff meetings and quarterly half-day retreats for program staff.

Additional Information

- *This position reports to the session of Second Presbyterian Church.
- *For more information please email search@2ndpreslou.org