

SECTION 1.00

Interim Pastor Job Description

Subsection 1.02

Interim Pastor Duties

Primarily the part-time Interim Pastor will provide leadership for Sunday morning worship, will handle critical pastoral care situations, and may provide some teaching (negotiable). Certain administrative duties will be expected during this time frame.

This individual will oversee the planning of Sunday morning worship and other significant worship events. Specific tasks generally include planning, preparing, and delivering a message on Sunday morning and leading the congregation in prayer.

Pastoral care will be provided in crisis situations and will include visiting members giving priority to those dying, seriously ill, hospitalized, homebound, or residing in a nursing home.

Negotiable teaching responsibilities may include a Sunday school class and/or a Catechism class.

Administration duties include preparing a monthly written report for the Church Board. The Interim Pastor will coordinate with the Church Secretary for preparation of the worship service bulletin and any other documents that may need to be prepared. A requested or needed this individual is expected to be available as a resource to various committees and ministries of the congregation.