

PASTOR/HEAD OF STAFF

Purpose

To provide a balanced ministry of preaching, teaching, pastoral care, administrative oversight, and organizational and spiritual leadership to Guilford Park Presbyterian Church, Greensboro, North Carolina, and to enable the church to grow to the full potential of its vision and mission.

Accountability

Accountable to the Session through the Personnel Committee and the presbytery.

Relationships

Relates to the congregation as Pastor; relates to the Session, committees and serves as Moderator of Session; relates to the Associate Pastor and staff as Head of Staff; and relates to the presbytery as a member.

Needed Skills

Advanced degree preferred. Strong knowledge and articulation of Reformed theology; competent and Knowledge:inspiring preaching, teaching, and equipping leaders; ability to relate to various ages; sense of humor; flexible and approachable; strong, effective, and creative leadership that encourages leaders and committees to accomplish goals and fulfill responsibilities; and strong and supportive supervision of staff that encourages them to meet goals and accomplish work.

Responsibilities

1. Provide spiritual and pastoral leadership that will inspire and assist us to be our vision and do our mission, fulfilling our ministry goals and completing our ministry activities.
2. Provide inspired, Reformed preaching and worship leadership that will help us attract and faithfully meet the needs of a wide range of people and will also be faithful to Christ.
3. Provide preaching, teaching, and pastoral ministry that will encourage spiritual growth in the congregation and awaken us to an active outreach in evangelism, mission, and justice in our community and beyond.
4. Provide active and empowering leadership to the Session, committees, congregation, and staff for the development of ministry and programs that will enable us to grow in faith and service.
5. Provide active, supportive and empowering leadership, as well as empowering, resourcing and training lay leadership, in particular to the Finance and Stewardship, Fellowship, Personnel, Property, Worship, Justice and Peacemaking committees.
6. Provide strong and effective motivation and training of leaders, most especially church officers.
7. Provide pastoral care in partnership with the Associate Pastor, and Congregational Nurse, Congregational Care Committee, Parish Associates, and Elders.
8. Provide other pastoral services such as wedding and funerals.

9. Moderate the Session, providing direction, support, encouragement, and vision to the leadership of the church.
10. Serve as Head of Staff, providing encouragement, direction, and supervision to all staff in a positive work environment, through an annual process of setting goals and evaluating performance, and through regular staff meetings.
11. Comply with Guilford Park Presbyterian Church's Protection Policy as well as the Employee Responsibilities found in the Personnel Committee's Policies and Procedures.
12. Participate in the life and work of the higher governing bodies of the Presbyterian Church (U.S.A.), attending regularly the meetings of the presbytery.
13. Help establish along with the Session and other staff, a faithful vision for the church.
14. Provide visible leadership in our community.

Type

Full-time Called Minister of the Word and Sacrament as specified in the Book of Order.

Benefits

All standard benefits for an installed Minister of the Word and Sacrament of the presbytery and for a member of the church's pastoral staff as enumerated in the Personnel Committee's Policies and Procedures.

Expectations

It is the expectation of this congregation that the Pastor/Head of Staff will take time for personal, spiritual, and professional growth. The Pastor/Head of Staff will utilize all vacation time as well as usually one Sabbath day per week away from the pastoral responsibilities in order for renewal, rest, relaxation, and recreation as well as time with family and friends.

Evaluation

Performance reviews will be conducted annually by the Personnel Committee. The Personnel Committee will annually review the adequacy of compensation.

Approved By Personnel Committee: May 9, 2016 and by Session: May 15, 2016