Interim Pastor Job Description for Donelson Presbyterian Church Nashville, TN

Status: Part Time (30 hrs wk)

Accountability: The Interim Pastor is accountable to the Session and to the Presbytery.

Job Description: The Interim Pastor will support the congregation during the time between installed pastors. He/she will work with the Session and Church staff to provide opportunities for members to engage in worship, discipleship, and mission. The Interim Pastor is responsible for providing pastoral leadership and administrative oversight of the church’s ministries and activities to include worship, music, preaching, teaching, mission services, stewardship, and fellowship. The interim pastor is responsible for moderating Session meetings and Congregational meetings. He/she will help prepare the congregation for new pastoral leadership. The interim pastor will use their interim skills to assess the congregation’s current and long‐term needs and provide counsel and leadership to help the Church identify it’s calling now and in the future.

Responsibilities:

• To provide a biblically based preaching and teaching ministry to a church in transition.

• To provide pastoral care for church members in crisis situations, visiting church members and counseling as needed.

• To preach and lead in Sunday morning worship services and special services to provide a teaching ministry to a church in transition.

• As Head of Staff, to administer the church’s ministries by leading, motivating, directing and supervising the professional staff.

• To moderate session meetings and meet with committees, monthly, or as the need arises.

• To administer sacraments of communion and baptism.

• To officiate at weddings and funerals as requested by church members or their families.

• To provide counsel and leadership to the congregation through the transition process.

• To teach Sunday School classes as needed.

• To attend and support church functions.

Qualifications: • Ordained by the Presbyterian Church USA and/or approved by Presbytery.

• Experience as a called pastor and/or interim pastor.

• Completion of Interim Ministry training preferred.

• Experienced as head of staff.

• Effective interpersonal and communication skills.

Salary: Negotiable

How to Apply: Interested candidates are asked to send their resume and references: