

## **PASTORAL POSITION DESCRIPTION**

### **Lake Grove Presbyterian Church**

**TITLE:** Transitional (Interim) Pastor

#### **COMPENSATION:**

- Salary & Housing, \$90,000 plus full coverage under Board of Pensions.
- \$5,000 for Professional expenses, travel expenses, and Continuing Education.
- Four weeks of vacation per year.
- Two weeks study leave per year.

#### **SUMMARY DESCRIPTION AND PURPOSE:**

Lake Grove Presbyterian Church of Lake Oswego, Oregon, (LGPC) is a large (1,000 member) multi-pastor suburban church. The Interim Pastor will collaborate with associate pastors to bring spiritual leadership and guidance to a congregation with a wide diversity of backgrounds and views. With a “ministry of presence” this pastor will lead the congregation through the developmental tasks of an interim process, encourage and empower Session and staff, helping facilitate the transition to a new lead pastor. This pastor needs solid transition training and experience.

**ACCOUNTABILITY:** Accountable to the Session of LGPC and the Presbytery of the Cascades.

#### **RESPONSIBILITIES:**

##### **A. Leadership through an Interim Period**

###### **1. Interim Development Tasks<sup>1</sup>**

The Interim Pastor helps the congregation to:

- a. Come to terms with history – understand “heritage”.
- b. Assess leadership resources and models.
- c. Clarify congregational identity and purpose (“mission”).
- d. Understand itself in terms of the systems and subcultures in the congregation (“connections”).

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<sup>1</sup> Gleaned from *Interim Ministry in Action* by Norman Bendroth

- e. Assess and provide direction to better understand, engage and support the spiritual needs of the online members of the LGPC congregation.
  - f. Build commitment to a renewed vision for the future and the leadership required to live into that future. Encourages a strong ministry of the laity, utilizing the spiritual gifts and practical, professional experience of the people of God.
  - g. Moderates Session and monitors procedures to give insight on process and patterns noticed.
  - h. Attend selected Commission meetings to gain impressions and share insights with Executive Staff
4. Interprets, encourages, and gives leadership to the ministry of Christian stewardship, consults in developing/facilitating the annual financial campaign of the congregation.

### **B. Preaching and Worship**

1. Participate in preaching rotation with associate pastors and other seminary-trained staff.
2. Assist in worship when not preaching.
3. Collaborate with other pastors and with music staff in worship planning.
4. Help lead in the Sacrament of the Lord's Supper

### **C. Pastoral Leadership**

1. Participates with the Associate Pastors in pastoral care of members of the congregation through pastoral contact and visitation.
2. Participates with the Associate Pastors in officiating at weddings and providing funeral and memorial services as requested.
3. Administers the sacrament of Baptism as requested and approved by the Session.
4. Provides theological leadership in the life of the congregation through reading and study and participating with appropriate committees and groups in opportunities for Bible study and growth.

### **D. Staff Leadership**

1. Provides support and encouragement to the church staff, working with the Executive Director of Ministry to ensure a well-organized and effective staff team.

2. Maintains and enriches staff morale and encourages staff professional growth during this period of transition. Adds insight and discernment to staff procedures and practices to help staff prepare for new pastoral leadership.
3. Dedicates time to visiting with each department to better understand the department's present and future needs along with staff procedures and practices.

#### **E. Relationships**

1. Congregation - Reports to Session and acts as Moderator of the Session Relates to the Church Staff as Interim Pastor, to the congregation as interim pastor, to the Presbytery of the Cascades as member. Works with members of the Executive Staff to explore new habits of collaborative leadership.
2. Wider Relationships - Remains active in the life of the broader church and the ecumenical movement. Shares perspectives gained from that involvement as appropriate.

### **EVALUATION**

Performance review will be conducted annually by the Personnel Committee.

For more information about the life and work of LGPC, Lake Oswego, Oregon, visit the church's web site at [www.lakegrovepres.org](http://www.lakegrovepres.org).

Please send inquiries and responses to both:

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