

Position Description

Teaching Elder/Minister of Word & Sacrament Stated Supply Pastor

Starr Presbyterian Church, Kirk in the Hills, First Presbyterian Church of Troy

Background Information

Three churches that are part of the Detroit Parish Council are seeking a full-time minister that will provide pastoral services to three churches in Oakland County, Michigan. Each church has set forth the unique requirements of this position as it applies to their congregations. Each church has pooled their resources to enable the engagement of a full-time pastor for this work. This position will be part of the pastoral residency program at Kirk in the Hills.

Purpose of the Position

To coordinate and implement a ministry of preaching, pastoral care and administrative leadership as defined by each church for the combined benefit of their congregations. The Pastor will lead the efforts of Starr Presbyterian Church (Starr) as Head of Staff working closely with their Session. The Pastor will provide defined support services to both Kirk in the Hills (Kirk) and First Presbyterian Church of Troy (Troy) as directed by their ministers. The approximate sharing of time between the churches is estimated to be 25 at Starr, 5 at Troy, and 20 at Kirk as part of a 50-hour work week.

Accountability

The Pastor is accountable through the Personnel Committee at Kirk in the Hills, and through the Committee on Ministry (COM) to the Presbytery of Detroit. Performance reviews will be conducted annually by the Personnel Committee at Kirk, working in conjunction with the other churches. All three churches will annually review the adequacy of the job description and compensation.

Time Commitment and Compensation

The churches are seeking a **stated supply** pastor with an openness to a more formalized relationship if both the church and the pastor sense this is God's call. Starr has had a part-time pastor for approximately eight years, and fully respects the part-time arrangement. Our churches are looking for a person who has the energy and vision to move our churches forward as the Spirit leads us.

The churches can provide an annual salary of \$71,500, inclusive of a pension contribution to the Presbytery, along with Study Allowance, Professional Expenses, and Medical Reimbursement, in accordance with Presbytery policy. Additional benefits can be negotiated based on the candidate's needs.

General Responsibilities

- Preach the Word of God, read and teach the Scriptures, and engage the people in study and witness
- Counsel families and individuals of the church
- Invite others into the church to live out their discipleship and continue to attract new members
- Attend Presbytery meetings
- Encourages elders and members to support and participate in Presbytery and denominational programs
- Maintains a collegial atmosphere with each of the ministries
- Works to integrate the ministries and programs of all three churches

Starr Presbyterian Church:

- Serves as Head of Staff and is the Leader of the church
- Helps Session in developing the mission and vision of the church, leads the congregation in living their vision

- Serves as Moderator of Session
- Preaches regularly at Sunday worship and special worship, such as Christmas Eve, as directed by Session. A minimum of three Sundays per month is expected.
- Working directly with Music Director and staff, plans and leads worship services
- Provides a spiritually transformative worship ministry, utilizing a variety of illustrations, visuals, and worship elements to complement a blended worship style, with the twin goals of attracting newcomers to the congregation and invigorating the current congregation in our lives of faith
- Prepare new members for membership in the church including leading new member classes
- Meets with people to design and develop personalized care and to support them through baptism, funerals, and weddings including pre-marital counseling
- Visit the homes/hospitals of the sick, aged, and others in need in the congregation with assistance from deacons and elders
- Coordinates all elements of pastoral care, including times of crisis or major life events
- Be actively involved, along with members of the congregation, in outreach to the community
- Comfortable supporting a homeless ministry
- Maintains active office hours at the church at least two days per week
- Works with Personnel Committee to address staff issues in a timely manner

Kirk in the Hills:

- Develop and execute a digital plan to reach Senior Centers, young marrieds, 18-25-year-old young adults and college students living away from home
- Establish links to the Kirk's *From-Home Affiliate Membership (FAM)* program
- Opportunity preaching
- Acts as Detroit Parish Council liaison
- Maintains availability to meet with the church minister who shall act as mentor to the applicant
- Spends one day a week at the church

First Presbyterian Church of Troy:

- Preaches at Sunday worship a minimum of one Sunday per month
- Visit the homes/hospitals of the sick, aged, and others in need in the congregation when the minister and deacons are not available
- Supports the minister in performance of duties when the minister is not available due to vacation and other work commitments

Principal Terms of Contract

- This is a contractual position (annually) but may be renewed for an indefinite period of time.
- Any party may terminate said contract with 30-days prior notification along with the consent of Presbytery's COM

Qualifications and Experience

- Ordained PC(U.S.A.) Teaching Elder
- Experienced in positions of leadership
- Experienced in the creation and maintenance of online visual media and social media websites,
- Experience in creating and maintaining integrated databases
- Experienced in working with all MS Office applications

Please email your resume to Alison Murphy at ajm22050@yahoo.com