

POSITION DESCRIPTION | SENIOR PASTOR

TITLE OF POSITION | SENIOR PASTOR – HEAD OF STAFF

HOURS | FULL-TIME

SALARY & BENEFITS | BASED ON EXPERIENCE, INCLUDES BOARD OF PENSIONS, PROFESSIONAL EXPENSE, AND CONTINUING EDUCATION

REPORTS TO | THE SESSION

Our Mission:

We are a full inclusion community of ordinary people experiencing and embodying God's extraordinary love.

Our Vision:

SFPC is a Christ-centered listening learning community, embracing and accepting everyone, engaging the needs of our city, seeking ways to see, know, care for, and empower our neighbors as we welcome them home.

SUMMARY

Salem First Presbyterian Church (SFPC) is seeking a pastor who will help us live out our mission as a Christ-centered listening-learning community, embracing and accepting everyone, engaging the needs of our city, finding ways to see, know, care for, and empower our neighbors as we welcome them home.

ESSENTIAL JOB FUNCTIONS

Spiritual Leadership

- Maintain and model a life of spiritual disciplines and self-care (prayer, scripture, retreat, and other spiritual growth opportunities.)
- Provide a spiritual perspective for the life and ministry of SFPC.
- Provide devotions for groups, committees, ministries, and organizations as requested or needed.
- Nurture the spiritual vitality of the congregation through preaching, teaching, and pastoral care.

Visionary Leadership

- Lead the congregation in living out their vision and values inside and outside the walls of the church.
- Embody, build and encourage a culture of Christ's example of servant leadership.
- Utilize our corporate vision as a guild to lead, challenge, encourage, and provide administrative oversight to the staff, including conducting regular staff meetings and through direct supervision.
- Inspire our lay leadership, especially elders and deacons, to be the active "hands and feet of Christ" in leadership and service to our congregation and community.
- Moderate the Session, communicating a clear sense of direction and equipping the leadership for ministry. This includes officer training and retreats.
- As necessary, attend Board of Deacons meetings and serve as a staff resource that supports their ministry of care to our congregation.
- Grow the church in multiple ways: in the diversity of ages and ethnicities, in the faith journey of members, community building, mission engagement, and encouragement of non-participating members.

Corporate Worship

- Provide relational preaching and teaching that builds a transformative worship experience which will, in turn, invite others into the church to live out their discipleship and continue to attach new members.
- Collaboratively plan and lead the worship services of our church, including all sacraments, baptisms, weddings, and funerals.
- Lead SFPC to have a vibrant presence that extends the ministry of the church.
- Collaborate with other community and faith leaders to provide pulpit supply as necessary.

Pastoral Care

- Coordinate congregational care needs with the Parish Associate, including visitations, counseling, spiritual guidance, and memorial planning.
- Meet regularly with the Congregational Care Team to coordinate care and visitations with home-bound and long-term care members.
- Provide pastoral visitations, counseling, and spiritual guidance as needed or requested.
- Work directly with families who have experienced a loss, including grief counseling, memorial planning and leading of service, and burial as necessary.

Representing SFPC in the Greater Salem Area

- Provide an exemplary Christian witness in all outside community interactions.
- Engage in service organizations in the Salem area.
- Serve as an ambassador of SFPC in the Salem area.

Other Service

- Attend Presbytery of the Cascades meetings and serve on committees as appropriate.
- Engage and serve with ecumenical and parachurch activities and boards as approved by Session.
- Strategic participation with area service organizations that align with SFPC's missional focus.
- Other duties as assigned by Presbytery, Session, and the Human Resources (HR) Committee.

REQUIREMENTS

- Masters of Divinity from an accredited seminary. A doctoral degree is a plus.
- Ordained as Minister of Word and Sacrament in the PC(USA) or full communion denomination.
- Must pass a background check and interview with the Presbytery of the Cascades.
- A growing personal relationship with Jesus Christ evidenced by action, attitude, and behavior.
- Capacity to demonstrate good judgment, courtesy, confidentiality, and tact with others.

REPORTING RELATIONSHIP

The Senior Pastor, while head of staff and Moderator of Session, is responsible for developing strong working relationships with the Session and HR Committee in refining and implementing the mission of SFPC.

