**Full Time Pastoral Position Shared between two churches in Lebanon, OR**

*In the Spring of 2022, the First Presbyterian and First Christian Church (Disciples of Christ) in Lebanon, OR, came together to explore the possibility of one shared Full Time pastoral leader, serving each congregation half-time. Through a series of meetings between the two congregations, a strong sense of affinity and partnership has emerged. Under the guidance of the Commission on Ministry – Central and the Oregon-SW Idaho Region of the Disciples of Christ, the two congregations are well-prepared to work together to hire their next shared pastor.*

*The incoming pastor will be compensated with a Full-Time Salary and the full benefits package based on the denomination with which they are affiliated. The pastor will preach and lead worship at both churches each Sunday on an agreed upon schedule. The pastor will play a role on each Session or Leadership team in accordance with the polity of each denomination to which the churches belong. The two congregations are eager to share Bible Studies, Mission and Service to the community, as well as social gatherings.*

*Interested Presbyterian Teaching Elders should connect through Clark Scalera, Advocate for Clergy and Congregations or Andrew Hoeksema, liaison through COM-C. Interested DOC pastors should connect through regional supervising minister, Doug Wirt.*

**Lebanon First Presbyterian Church**

**May, 2022**

**Purpose**

To provide spiritual leadership, pastoral care, administrative oversight, and providing organizational direction for Lebanon’s First Presbyterian Church, with a broad program of worship, teaching, outreach and fellowship with an emphasis on communication, transparency and discerning the future mission of the church. The position is half time, .05 FTE.

**Compensation**

Compensation for this position meets or exceeds minimum salary prorated guidelines set by Presbytery, with consideration for experience of candidate.

**Accountability**

This position is accountable to Lebanon’s First Presbytery Church and the Presbytery of the Cascades.

**Responsibilities**

1. Preach, lead worship and administer the sacraments per schedule as agreed upon with Session; ensure a speaker is scheduled to fill the pulpit on Sundays supply pastor is not scheduled to preach.
2. Oversee a ministry of compassion, comfort and hope through hospital visits, crisis counseling, and visitation on home bound members and friends of congregation. Maintain healthy, productive relationship with staff, volunteer workers, Session, committees, friends and members of the church family, Presbytery of the Cascades and the general public.
3. Preside over funerals and weddings of church family as requested, and of non-church members as able and willing.
4. Serve as moderator for Session. Provide training, active leadership and encouragement to Session and the congregation by articulating vision and facilitating the development of programs that reflect the church’s call to be a renewed community in Christ and faithful followers of Christ.
5. Provide and encourage a teaching ministry and spiritual mentorship approach that encourages the spiritual growth of the congregation individually and as a whole, as well as the church’s outreach to the community in evangelism and mission.
6. Participate regularly in the work and ministry of Presbytery of the Cascades, local ecumenical groups, and the life of the Lebanon community as the church’s representative, or ensure the church is adequately represented. Facilitate church involvement in local community planning to ensure congregation remains aware of local community efforts, the climate of community needs, and the identification of where the church fits in the larger community momentum.
7. Plan for and participate yearly in educational programs for own personal and professional development in consultation with Personnel Committee.
8. Provide administrative oversight for the contact person between church leaders and representatives of long-term building occupants such as AA, FISH of Lebanon and Family Tree Relief Nursery to support and encourage the missions of these groups, to work toward meeting the physical needs within our building for those groups, advising Session of all communication with these organizations, and ensuring that their work and missions remain in alignment with the mission of our church.
9. Ensure the coordination of church space usage and congregational knowledge and skills in a manner that balances congregational activities with community outreach and involvement. Examples may include ensuring a master building usage schedule is maintained, being aware of knowledge and skills of congregation members and finding ways to utilize those talents.
10. Coordinate preparation of information related to communication media, such as church website, local newspapers, emails, social media, promotional fliers, posters and signage, and the church electronic sign.

**Education/ Experience/Skills**

* Masters of Divinity including all course requirements for ordination in the PC USA.
* Possess awareness of and respect for cultural differences.
* Exhibit good planning and organizational skills, ability to focus, and make priorities.
* Ability to quickly build meaningful rapport and maintain good working relationships.
* Computer skills that adequately support the duties and responsibilities of position. This may include, but is not limited to, experience using word processing program such as Word to create documents, basic experience with spreadsheets for budgeting, setting up and running meetings via video platforms such as Zoom, and basic creation and use of PowerPoint or equivalent presentations.
* Other desirable qualities include flexibility, compassion, ethics, patience, being self-directed, professionalism, responsibility, confident, transparent and genuine.

**Physical demands**

Performance of essential job functions require adequate physical ability, including hearing and vision, to support safe movement throughout a three-story building and ability to effectively communicate.

**Evaluation**

Reviews will be conducted annually by Personnel Committee which will consider confidential feedback from other appropriate sources such as community partners, members of the congregation, etc. Compensation will be reviewed annually at a different time.

**Half Time Pastor Position Description**

**Lebanon First Christian Church**

**May 2022**

**Purpose**

The Pastor is responsible to the church for proclaiming the gospel of Jesus Christ, for using their skills in administrative leadership, for engaging in pastoral care ministries to meet the needs of persons in the church and in the community, and to act as the chief administrator of the ministerial and vocational staff.

**Responsibilities**

\*Set as a guideline of personal behavior the standard required in Timothy 3:1-7 and Peter 5:1-4.

\*Provide administrative leadership for the total church program.

\*Maintain a regular program of study to enable him/her self to plan and conduct meaningful worship services.

\*Prepare for and conduct worship services: lead in the observance of the ordinances: and, lead the church in proclaiming the gospel to the church and community.

\*Visit members and prospects and lead the membership in a visitation program.

\*Conduct premarital, vocational, family, bereavement, counseling session, etc as needed. Advise other professional help when necessary.

\*Perform wedding ceremonies and conduct funeral services.

\*Work with elders, deacons, church officers, and committees in performing assigned responsibilities. Be available for and lead in training as needed.

\*Cooperate with and lead the church in cooperating with associational, state, and denominational leaders. Keep the church informed of developments within the denomination.

\*Serve as a representative of the church in civic matters.

\*Plan and promote periods of evangelistic emphasis for the unsaved and renewal for the Christians.

\*Work with the Worship Committee in planning, organizing, directing, coordinating and evaluating the church services.