

**Position Description: ¾-time Stated Supply Pastor**  
**Reedville Presbyterian Church, Aloha, OR**  
[reedvillechurch.org](http://reedvillechurch.org)

## **Our Story**



Since our founding in 1907, Reedville Presbyterian has been a community-centered church. Whether staying for decades or visiting from time to time, whether joining us in person or connecting live online, we want everyone to feel included and loved. Our mission is to sustain and grow our essential place in the fabric of our community. Our motto, “*Hope Here,*” means that we warmly welcome people wherever they are in their journey. We do this by building strong, caring relationships through prayer, worship, service, and fellowship; by hosting a regular schedule of community-focused events; by providing meeting

space for community groups; and by extending our reach through strong partnerships with our neighboring public elementary school and other organizations at work nearby.

## **Our Community**

Reedville is in a pocket of lower-income households and rapidly growing affordable and market-rate housing developments between two more affluent cities in the Portland Metropolitan area. With convenient access to outdoor recreation in mountains, on rivers, and at the ocean, it’s a mixed urban-suburban area with a rich variety of cultural diversity. While our congregation is generally older and comes from both near and far, our neighborhood is full of families and individuals who say they are searching for better ways to feel connected in community.

## **Purpose**

The Pastor provides collaborative spiritual leadership and pastoral care for all congregants and weaves together our varied skills, knowledge, assets, and energies into a vibrant, unified mission that builds community both inside and outside our doors.

## **Qualifications**

- Denominational training to be an ordained minister
- Commitment to meaningful and relevant worship services and community building
- Excellent administrative and communication skills with a collaborative leadership style
- Ability to reach out to others and develop warm relationships

## **Relationships**

Relates to the congregation and community as pastor, to the Session as moderator, to committees as ex-officio member, to the staff as head of staff, to the Presbytery as a member

## **Responsibilities**

### Preach and Teach

- Lead worship services and preach the gospel as it relates to the changing needs of the community and today's world.
- Provide opportunities for individuals to reflect on their beliefs, concerns, and doubts regarding Christian understanding.
- Bring commitment to and imagination for collaborating with the congregation on community outreach and congregational growth.
- Conduct weddings, memorial services, and other church ceremonies by arrangement.

### Pastoral Care

- Provide a pastoral presence to those in crisis; conduct congregant visitations, including Communion for those who are home-bound.
- Develop relationships with nearby faith and community groups, and share their needs and concerns with the Session, Deacons, and appropriate committees.

### Administration and Leadership

- Moderate the Session. Assist, challenge, and encourage Session, Deacons, and committees in articulating visions and effectively operating a broad range of program activities.
- Act as an ex-officio member of the church committees, attend the meetings as needed, and be knowledgeable about their vision, responsibilities, and tasks.
- Coordinate with part-time staff for the effective administration of the church and its ministries and the faithful stewardship of its building and assets.
- Schedule some consistent office hours and be flexible in other hours of service. The position is expected to be a 30-hour-per-week, or  $\frac{3}{4}$  time, position; however, time commitments can be flexible as long as ministry responsibilities are met.
- Participate in annual pastoral performance review with the Personnel Committee.
- Participate as an active member of the Cascades Presbytery, be informed of the decisions taken at its meetings, and support the mission and goals of the Presbyterian Church (USA).

## **Duration of Position**

The Pastoral Contract can be written for up to a 12-month period and be renewed annually. It is the Session's hope that the successful applicant will be present with our community for a period of four or more contract years.

## **Salary/Benefits for this $\frac{3}{4}$ position**

Salary: \$42,822 (annual rate beginning in 2025 to be prorated based on hire date; includes salary, housing, and social security). Professional expense (\$2,625) and continuing education (\$1,500) reimbursements, 4 weeks vacation, 2 weeks study leave, and full coverage under Pensions Board.

## **Interested Candidates are Encouraged to Contact:**

Kathy Stevens, Elder, Clerk of Session  
503-330-2361  
[kstevens@acm.org](mailto:kstevens@acm.org)

OR

Brad Schaal, Elder  
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