

**Multnomah Presbyterian Church  
7555 SW 45<sup>th</sup> Ave Portland, OR 97219-1516  
Position Description – Parish Associate**

**TITLE:** Parish Associate

**POSITION:** Part-time, approximately 15 hours a week

**ACCOUNTABILITY:** To the MPC Session and Head of Staff

**COMPENSATION:** TBD ([based upon Presbytery minimum no benefits](#))

**DURATION:** 3-years, reviewed annually and renewable after 3-years

**PURPOSE:**

To support MPC by providing spiritual leadership, assisting in preaching and worship, and providing pastoral care and support to our deacons. This position is marked by a servant spirit and a shepherd style and is carried out with professional integrity in collaboration with the Session and church staff. The role is in collaboration with the Head of Staff who sets the pastoral vision and strategy.

**RESPONSIBILITIES:**

- *Spiritual Leadership:* Pray for members of the congregation, its leaders and the future of the church. Provide support and encouragement to deacons and other church organizations as needed. Opportunity may be available for leading Bible Studies and other programming as needed and if fitting with the Parish Associate's ministry gifts.
- *Worship:* Participate in worship leadership by preaching 1-2 times a month. Support worship administration by recruiting scripture readers and lay participants. Coordinate with Head of Staff on sermon series and worship planning and scheduling.
- *Pastoral Care:* Provide support to the congregation and coordination on pastoral care with the Head of Staff and Deacons.

**EXPECTATIONS**

- Support current initiatives, vision and a sense of purpose among MPC leadership and members.
- Support MPC's mission and service projects and initiatives.

- Foster a climate of cooperation, trust, service and fellowship that promotes individual and group spiritual growth and commitment.

## **QUALIFICATIONS**

Member in good standing within PC(USA) who has demonstrated through academic, work and life experience the following characteristics:

- Empathetic, pastoral, spiritually nurturing, authentic and approachable, theologically grounded, spiritually mature and expressing an authentic and joyful love for Christ.
- Strong skills in verbal and written communication, nurturing and fostering the inclusion and participation of families and youth, bridge building; excellent ability to observe and listen; sense of humor and fun.
- Experience serving as a pastor and moderator, working within a church staff.

## **RELATIONSHIPS**

Collaborate with the Head of Staff on day-to-day management and operational details. Report to Session related to terms of employment and performance.

## **WELCOME TO MPC**

Multnomah Presbyterian Church is located at 7555 SW 45<sup>th</sup> Avenue in southwest Portland adjacent to Gabriel Park, near Multnomah Village. Our services feature a mix of modern choruses led by our praise team, as well groups such as the adult choir, marimba and ukulele ensembles. We are an inclusive and intergenerational church, where faith and love come together to inspire community impact.

Our Mission Statement:

*Loved by Christ we love. Served by Christ, we serve. Invited by Christ, we go inviting others to Him*

Our church's mission is centered on Jesus Christ. We see in Jesus that all are beloved by God and therefore all deserve the love, care and justice Jesus came to bring. We look to Jesus to help us understand the Bible and be the referee when we disagree on what it says. We try and practice the love, mercy and grace of Jesus when we gather for worship, to serve each other and our neighbors, and to advocate for the vulnerable among us.

Please submit a resume and letter of interest to [info@multpreschurch.org](mailto:info@multpreschurch.org) – thank you. More information on Multnomah Presbyterian Church can be found at [www.multipreschurch.org](http://www.multipreschurch.org).