

NORTH WILKESBORO PRESBYTERIAN CHURCH (NWPC)

Job Title: Pastor

Reports To: Session.

Accountable To: Presbytery and the NWPC congregation.

Position Status: Full-Time/Exempt

Schedule: Four days M – F (to be determined) and Sun. Pastoral care, weddings, funerals, special services, Kirk Night.

Position Purpose: To provide spiritual leadership, pastoral care and organizational direction to the congregation, staff and committees of North Wilkesboro Presbyterian Church with broad programs of worship, missions, music, preaching, teaching and fellowship.

Regular Duties

- Preacher/worship leader for Sunday 11:00 service providing interesting scripture based interpretive sermons.
- Preaches sermons that bridge the divide between members who value scriptural interpretation of current political situations and members who prefer to separate religion from government.
- Builds a cohesive congregation through natural inclination and skill set.
- Maintains a high degree of integrity and elicits respect and trust while inspiring others through words and actions.
- Leads the congregation and staff with a participative, collaborative and flexible leadership style.
- Leads, directs and supervises a staff of five including a full-time Office Administrator, Sexton, and Interim Youth Director and part-time Music Director and part-time Organist.
- Passionately promotes mission and outreach in our local community and in our world as outlined in the NWPC Mission Statement.
- Shares time with and is available to all age groups of congregation.
- Visits with and leads others to visit with sick, bereaved and homebound members.
- Moderates Session meetings in an efficient and effective manner.
- Engages with congregation at Kirk Night, Sunday School, committee meetings and other church activities. MC at Kirk Night.
- Builds relationships with members in a pattern that does not reflect cliques.
- Effectively communicates to congregation through pulpit, email, Kirk Night, letters, text, meetings, web site, telephone and telephone tree.
- Exhibits strong administrative skills including financial oversight and is well organized.
- Maintains active reading schedule and seeks intellectual and ministry growth.
- Maintains collaborative relationship with Wilkesboro Chapel and Beulah Presbyterian Church.

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- Administers the Matthew 25 program in conjunction with the Office Administrator determining the best assistance and counseling for indigent visitors.
- Develops a plan to better use the NWPC facility to meet community needs.
- In coordination with the Congregational Care Committee, develops a plan to regularly communicate prayer concerns to the congregation.

Occasional Duties

- Leads and teaches small group Bible and other in-depth studies.
- Participates in continuing education and shares learning with congregation.
- Provides prenuptial counseling and conducts weddings for members.
- Consoles bereaved family members with compassion and conducts meaningful funerals for members.
- Provides counseling to individuals, couples and families.
- Primary backup for Wilkesboro Chapel Pastor serving as supply preacher/worship leader for Sunday 9:00 AM Chapel service.
- Provides training and support for staff members.
- Completes annual staff performance reviews with Personnel Committee.
- Attends Presbytery meetings and serves on Presbytery committees.
- Supports community ministries that are in line with the NWPC mission.
- Other duties as requested by Session.

Skills and Requirements:

- Master of Divinity or Doctor of Ministry degree.
- Exhibits spiritual maturity through strong personal depth and spiritual grounding.
- Excellent active listener.
- Natural orientation toward getting people to work together.
- Influences others toward a spirit of service and meaningful contribution to mission accomplishment.
- Ability to adapt behavior and work methods in response to new information, changing conditions and unexpected obstacles and to promote compromise when needed.
- Advanced theological understanding of the Reformed faith and church, and knowledge of and a commitment to PCUSA worship traditions.
- Ability to communicate Reformed Faith to children, youth and families.
- Resides in and actively participates in community activities in Wilkes County.
- Ability to work as a team player in a church setting with congregation, staff, and volunteers.
- Supports the overall mission of NWPC and PCUSA.