

# **Havenwood Presbyterian Church**

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[info@havenwood.org](mailto:info@havenwood.org)**

**Love God. Love Others.**

***Deepening our relationship to God and each other through meaningful mission and inspirational worship. Widening our arms to embrace all who bear the image of God.***

## **Seeking Part-Time Temporary Supply Pastor for Small-Sized Congregation**

Havenwood Presbyterian Church was founded in 1956 in Timonium, Maryland, to provide Christian worship services and education, including the Havenwood Preschool, to a newly growing suburban area. The church has experienced in recent years the ever growing trend of membership decline that has faced many other churches in our nation. Therefore, the church now finds itself in a position where it is seeking its first Part-Time Temporary Supply Pastor (20 hours per week) who will provide spiritual growth and leadership direction to church leaders and the congregation as the church redefines how it "does church." The Part-Time Pastor (the "Pastor") will champion the church's mission statement and vision, and, in partnership with church leaders, oversee all church ministries and committees and function as Head of Staff. If interested, please see the Job Description and visit the church's website, [www.havenwood.org](http://www.havenwood.org), to learn more about the church and its many mission activities. Candidates may email a cover letter that includes skills, qualifications and education/experience relevant to the Job Description, and a resume, including ordination details, to [havenwoodptp@gmail.com](mailto:havenwoodptp@gmail.com).

### **Job Description**

Pastor will have overall responsibility in the areas set forth below that are listed in terms of congregational importance. It is the intent that the Pastor's time will be proportional to the level of importance. The Pastor's primary role in each area may vary, whether it is to perform, assign, oversee, etc., as Pastor and leadership agree and as they negotiate responsibilities to respect the finite number of weekly hours this position is allotted.

1. Preaching and worship leadership on Sunday mornings and at special services such as Thanksgiving, Maundy Thursday, and Christmas Eve, in person and/or virtually.
2. Christian education of all ages, including weekly Sunday school classes, youth, and adult education, and weekly Bible study classes.
3. Pastoral care for church members and friends via in-person visits, (including hospital and home visitation in crises), telephone calls, and cards and letters; visit prospective members; provide crisis care to outsiders as feasible; and be available for short-term personal counseling as negotiated.

4. Outreach activities; assimilation of new members.

5. Head of Staff, supervision of church employees; moderate Session and congregational meetings.

6. The church is the sponsor of the Havenwood Preschool, a thriving, community preschool with a Maryland State Accredited Kindergarten. Pastor nurtures the lines of communication between the preschool administration and the congregation. On occasion, Pastor may be asked to engage with the children and their parents at special preschool programs.