

**Full Time Interim Pastor  
Calvary Presbyterian Church of Riverton, NJ**

**Purpose:** The Interim Pastor will work with the Session and the church staff to provide opportunities for members to engage in worship, discipleship and mission. He/she will use their developed interim specialist skills to assist the church to assess the congregation's current and long-term needs, and provide inspiring counsel and leadership to help the church identify what it is called to be in the future. The Interim Pastor will support the congregation so that it can continue to identify its mission and purpose as the body of Christ during the time between installed ministers. He/she will help prepare the congregation for new pastoral leadership.

**Accountability:** The interim shall be accountable to the *Presbytery of West Jersey* and to the Session through the Personnel Committee.

**Ministry Responsibilities:** In cooperation with appropriate staff members, officers, and other members of the congregation:

1. Provide a biblically based preaching and teaching ministry to a church in transition;
2. Serve as temporary Head of Staff, performing administrative work including supervision of other staff persons;
3. Lead and guide the Session, committee chairs and congregation during the transition to a new pastor;
4. Moderate the Session and congregational meetings;
5. Administer sacraments of communion and baptism and officiate at weddings and funerals of members;
6. Represent the church in dealing with outside organizations;
7. Provide pastoral services for those in crisis situations, visiting church members, counseling as needed;
8. Provide guidance and assistance to the church in the interim tasks of:
  - a. celebrating the church's history
  - b. strengthening and continuing ties with Presbytery, Synod and General Assembly.
  - c. leading the church to a renewed vision for their future
  - d. providing for smooth transition of congregational leadership
  - e. preparing for the welcoming of the new pastor

**Expectations for the Interim Pastor**

The Interim Pastor will be:

- A provider of outstanding biblically based preaching and teaching ministry to a church in transition.
- Experienced in supervising church staff and volunteers.
- Organized with knowledge of family systems
- A good communicator and motivator, familiar with social media and technology

**Terms:**

- Length of Time: One Year/30 day release clause. May be extended.
- Hours Worked per week: Full Time, 48-hours minimum
- Salary/Housing Allowance: \$55,000 - \$60,000 per year. A manse is available for use by the Interim Pastor which if used is factored at 30%.
- Pensions/Medical: To be negotiated SECA: Estimated \$3900 based on above salary
- Vouchered Allowance/Travel Reimbursement: \$3400/year Continuing Education: Two weeks per year including Sundays and reimbursed \$770/year
- Vacation: 4 weeks, including 4 Sundays per year

Contact Person:

Rev. Dr. Deborah "Debby" G. Brincivalli  
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Presbytery of West Jersey  
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