

CHRIST PRESBYTERIAN CHURCH - FAIRFAX
Supply Pastor Position Description

Christ Presbyterian Church in Fairfax, VA is seeking a Short-term Supply Pastor to provide Pastoral and Administrative support to its congregation, church staff and lay leaders beginning mid-November 2019. We expect the position would last through at least the end of January 2019, and possibly longer. The position will entail the following roles and responsibilities and is expected to be less than 20 hours per week. Salary will be \$55/hour or approximately \$1000/week.

Worship Planning – Plan and execute one Sunday worship service per week and communion twice per month. Planning includes bulletin preparations (in cooperation with Administrative Assistant), sermons, hymns in coordination with the Music Director, readings, call to worship, confession, sacraments, children’s sermon and coordination with those assisting during the service.

Special Services – Execute established plans or plan for special services or events (for example; Advent, Cantata, Christmas Eve)

Preaching – Provide effective and interesting sermon delivery that is well organized, varied, focused and follows the current Presbytery liturgy.

Leadership - Moderate Session which meets once a month. Conduct weekly staff meeting with music director and other staff as necessary. Collaborate with church leaders. Respond to Church emails.

Pastoral Care - Provide appropriate pastoral care to members of the congregation, especially in crisis situations. Maintain regular office hours (TBD), and be available for appointments. Attend to congregational needs such as baptisms, weddings, funerals, and visitations.

Interested candidates can send a Personal Information Form to Susan Ferguson at susan.v.ferguson@me.com.

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