

FULL TIME COVENANT SUPPLY PASTOR POSITION DESCRIPTION FOR WHARTON UNITED COMMUNITY CHURCH AT ST. JOHN'S

Wharton United Community Church is a union of the Presbyterian Church (USA) and the United Methodist Church.

*We are a community of Faith-filled people, hands and feet of the Body of Christ working together with the dynamic community around us.
A place where ALL people are accepted, loved and supported.*

The full time covenant supply pastor will fulfill the following specific responsibilities:

- Plan, lead, and deliver a sermon and a children's message during one worship service each week. Additional services may be required during Lent, Thanksgiving, and Advent seasons.
- Administer the sacraments. This includes pre-baptismal counseling meetings.
- Officiate at weddings and funerals. This includes pre-wedding counseling and meeting with family members making funeral arrangements.
- Support the church's programs.
- Assist with leading a Confirmation Class by being a resource person which may include attendance at confirmation classes or service activity.
- Assist with leading a Community Youth Group by being a resource person which may include attendance at youth group meetings or activities.
- Hope's Table is a vital mission to WUCC. The covenant supply pastor will be substantially involved in its continuing bridging of the gap within the community.
- Visit hospitalized members and shut-ins and administer the Sacrament of Communion as requested. This may include a monthly visit to members that reside in the local senior living facility.
- Provide pastoral care for the congregation and for all who seek comfort and guidance through the church. Pastor must adhere to WUCC's open door, service animals, and welcoming policy to all persons.
- Serve as Head of Staff
- Assist boards and committees of the church in their ministry as scheduled. Initially meet with every committee and then as needed or scheduled.
- Attend Presbytery and Methodist meetings and keep Committee on Ministry (COM) informed on the health of the congregation.

- Train newly elected officers and work with boards and committees to set yearly goals.
- Lead a Bible Study or Workshops for the faith development of members and new members.
- Be available in the office or virtually available a minimum of 4 days per week, have regularly scheduled posted hours, and be available by phone or some form of communication during those business hours.
- Work to promote reconciliation within the congregation.
- Lead the congregation through a Discernment Study, following the process approved by the Church Development Team.

Duration:

Covenant Agreement will be 12 months at a time and can be extended with mutual agreement.

Financial Package:

- Effective salary can be either Salary and Manse or Salary and Housing Allowance
- Board of Pensions
- Vacation and study leave plus Travel and Con Ed allowances

For More information check out our webpage information

Wharton United Community Church - whartonucc.org

Hope's Table: A Community Center in Wharton - hopestable.org

For more information or to apply please send your PIF to Jeanne Radak, Presbytery Leader at jbradak@highlandspresbytery.org