**Associate Pastor**

**Second Presbyterian Church, Bloomington, IL**

**Overview**

* + The Pastor/Head of Staff is the supervisor to this position.
	+ This position is a full time, Temporary Supply Associate Pastor Call.
	+ Benefits are based on the PCUSA Board of Pensions

**Qualifications**

* + Ordained Minister of Word and Sacrament in the PCUSA.

**Purpose of Position**

* To provide leadership and support for the church’s program and mission.

**Areas of Responsibility**

* Provide Pastoral Care for the members of the congregations, as well as those associated with the church at large.
* Bring voice and vision to the pastoral team, as well as Session, for the future of the church.
* Provide leadership and equip ministries such as Youth and Family, Global and Local Missions, Worship, Christian Education and Membership to perform their programs.
* Work with and sustain relationship with local groups in the community of Bloomington/Normal to foster a worship relationship that will implement the vision of the Second Presbyterian Church in the community.
* Take an active role in the planning and leading of worship services. This includes administration of sacraments and preaching on a consistent basis to grow both personally and spiritually.
* Write and implement bible studies and other educational resources for the needs of the church.
* Train and equip the deacons for their ministry in the life of the church.
* Be in constant dialogue with the Sr Pastor and ready to assume necessary responsibilities in the absence of the Head of Staff.
* All other duties as assigned.

**Relationships**

* Works in close cooperation with the Sr Pastor. Attend staff meetings and Session meetings as scheduled, responding to requests of Session and various committees for information and assistance, and reporting on areas of leadership and responsibility.
* Partners with an assigned Human Resource Liaison, openly discussing matters that can benefit the Associate Pastor, relationships with Staff, as well as the congregation at large.

**Evaluation**

* Performance reviews will be conducted annually by the Human Resources Committee and the Sr Pastor.
* The Human Resource Committee will review adequacy of compensation on an annual basis.