

Northminster Presbyterian Church

Transitional Pastor Job Description

Northminster Presbyterian Church (NPC), located in the Ballard area of Seattle, Washington, is seeking a Transitional Pastor who will be hired for one year, with the expectation that if the fit is good that Pastor will be hired as a regular full time Pastor. The job will be available upon the retirement of our current pastor on September 1, 2013. While we will miss our current pastor, we look forward to finding new ways in which God will work in our midst.

Northminster Presbyterian Church (NPC) Mission Statement:

“A Village Church in the City: Proclaiming God’s Grace, Creating Community, and Serving Our Neighbors”

We are a warm, friendly church that welcomes all who want to worship and grow with us in understanding God’s love and living the life we are called to by Christ. We practice a traditional worship service, highly value music and fellowship, and are strongly committed to promoting social justice and serving our neighbors in need.

Our Background

Northminster Presbyterian Church was founded in 1889. We will be celebrating our 125th anniversary in 2014! NPC has been in its current building since 1956. NPC was the first church in the Seattle Presbytery to elect women to Session (in 1930, the first year it was allowed). Membership has ebbed and flowed over the years. At one time in the mid 1950’s there were over 400 people in the Congregation. We have only had three (senior) pastors during the past 70 years; when pastors come to our church, they like to stay.

We are located in north Ballard in an attractive neighborhood with many young families in it. Our congregation ranges from babes in arms to retirees in their nineties. It includes doctors, lawyers, professors, teachers, engineers, and other professionals, as well as well educated retirees and developing youth. The people in our congregation come from a variety of different faith backgrounds. We are active in our community, participating in the Ballard Ecumenical Homeless Ministry and shelter, and providing monthly financial support to the Ballard food bank and other organizations serving the homeless and needy in our midst.

Current Programs and Emphasis

1. Most Sundays Together

- Youth prepare breakfast
- Adult Education Program
- Choir Practice

- Worship Service (with lay reading, choir and organ/piano); average attendance 84
- Christian Ed for children and youth
- Coffee fellowship before and after church

2. Music Programs

- Weekly Choir Rehearsal and Performance (September – June)
- Small music groups
- Special Music, especially during summer
- Christmas and Easter Concerts
- Children's chime choir
- Periodic adult bell choir
- Visiting musical groups (NW Chorale, NW Flute Choir)

3. Youth Programs

- Emphasis is on service & Fun
- Serve breakfast – benefits KIVA
- Sunday School
- Summer Camp (Service Trip)

4. Christian Education Programs

- Preschool and elementary school
- Middle school
- High School
- Horizons Bible Study (monthly during the day)
- Weekly during the evening.

5. Community Night

- Eat prepared meal on Wednesday evenings
- Followed by Bible Study, youth group and other activities.

6. Fun and Fellowship

- Lively Laughter Yoga class (weekly afternoons)
- NorthStar Ship fellowship group (meets periodically for food, fellowship & fun)
- Second Friday Readers book group (monthly morning meeting)
- Special events and outings

7. Serving Neighbors in Need

- Ballard Ecumenical Homeless Ministry
- Regular drives for Ballard Food Bank and homeless groups
- Monthly distribution of funds by the Deacons
- Reaching Out to Shut In members
- Alternative Christmas Fair (proceeds fund local and global charities)
- Support for KIVA microfinance nonprofit organization (see <http://www.kiva.org/>)

Major Responsibilities

1. Provide Worship Leadership

- a. Weekly worship is an important part of NPC's life together. We expect and value thoughtful, intelligent sermons – but sermons are only a part of the reason most of us come to church and they play just one role in the overall worship experience. We are accustomed to sermons that last 10-15 minutes.
- b. A rich and varied music program, including skilled musicians and vocalists from the ranks of the congregation, as well as a wide assortment of musical genres, is a highly valued aspect of our regular and special worship services.
- c. We have a rich tradition of Liturgical services coupled with regular observance of the church calendar. This is something we value and would like to continue while also incorporating greater variety and increased flexibility.
- d. We celebrate Communion at least once a month, and every Sunday during Advent/Christmas and Eastertide.

2. Develop and Nurture Relationships

- a. Thankfully, we have added members consistently over the last several years – including families with young children, empty nesters, and seniors. We expect our next pastor to be a visible, friendly presence in our church and our community, and to partner with us in doing all we can to attract new members.
- b. We expect our next pastor to meet a variety of needs for our members. This includes one-on-one counseling as needed, as well as the ability to offer spiritual guidance and development to both individuals and groups.
- c. Our pastor needs to be not just a moderator of Session, but a leader and mentor as well. NPC's Session has a long history of strong leadership, and we look to our next pastor to help it become even more effective.

3. Provide Pastoral Care

- a. Like many congregations, we have a large number of older members. We expect our next pastor to joyfully and effectively minister to all our members, regardless of age, who are ailing, be it at home or in the hospital.
- b. Our Deacons are both active and effective, and we expect our next pastor to partner with the Deacons to continue their current ministries and to help them find new ways to minister.

4. Christian Education

- a. Effective ministry to children and youth is important to NPC. Our pastor will need to partner with parents and other volunteers, as well as staff, to ensure our kids' programs meet a high standard and help us attract new members.
- b. Our congregation is full of curious, intelligent people. We are seeking a pastor who has a love for teaching, a nose for interesting ideas, and a willingness to engage in and around our contemporary culture.

5. Administration

- a. Our facilities require constant care and attention. We recognize that not every pastor is a skilled handyman, but we need a pastor who is knowledgeable about facilities management.
- b. Like most churches, our long-term financial stability is not guaranteed, and we need a pastor who is willing and able to lead us, challenge us, and partner with us to develop solid long-term financial planning for NPC's future.
- c. Other than the pastor and office manager, our staff is primarily part-time. Even so, the pastor must be willing to actively manage the performance of the staff, as well as contribute to their long-term success by helping them be more effective in their current roles and encouraging them in meeting their goals. Part-time paid staff includes our choir director, organist Christian education director and custodian.

Specific Transitional Job Responsibilities

NPC is seeking a Transitional Pastor who will assist the congregation in their transitional tasks for at least one year. The temporary contract is for one year, and may be renewed upon approval of the Transitional Pastor, Session and the Presbytery's Committee on Ministry (COM). This may become an installed position upon completion of the transitional tasks listed below as well as the approval of COM, the vote of the congregation and the Presbytery.

- 1. Provide inspiring sermons and work collaboratively with the Worship and Music Committee, Choir Director and Organist to provide satisfying worship services.**
- 2. Provide active leadership in helping our church to grow and particularly to draw in young families.** We have added members in each of the last five years, but we have also lost older members who died or have relocated due to illness. We live in a vibrant area in Seattle with many families in the immediate neighborhood, and would benefit from better outreach and engagement.

3. **Assist Session in replenishing our capital reserves and improving church finances.** We are in a good position relative to many mainstream churches, but recently we had to tap our bequests and reserves to pay for a new roof and heating system. We have a healthy annual budget, but for several years have had to use our fund reserves to cover costs. We have a generous congregation but we need to grow for long-term sustainability.
4. Assist the church in understanding and appreciating our past as a way to form a vision for the future based on who we are and where we've been, mindful of our hearts' desire and the guidance of the Holy Spirit.

Desired Characteristics and Qualifications

- Solid academic credentials and achievement
- Theologically open-minded, willing to “live the questions” along with the congregation with an appreciation for the nuances involved in living out a life of faith
- Outstanding written and verbal communication skills
- Warm, friendly personality and upbeat personal style
- At least four years’ experience in ministry (not necessarily as solo pastor / head of staff)
- Respectful attitude and approach to other faith traditions
- Desire to form deep personal relationships with members of NPC
- Great sense of humor, fun-loving, and the ability to laugh at self a plus

Additional Areas of Importance to Us:

- **Community Ministries**
 - Strong commitment to social justice as expressed by leading our congregation to be doers of the Word and not merely hearers, and to challenge us to see the poor, hungry, and oppressed as Jesus does.
- **Congregational Growth and Development**
 - Recognizes and cultivates spiritual, administrative, and/or service-oriented gifts among the members of the congregation, encouraging each member to develop and use such strengths in God’s service.
- **Ecumenical and Interfaith Perspective**
 - Believes that God loves the world and everyone in it unconditionally, respects the values and contributions of all people of faith, and encourages the congregation to do likewise.

Minimum Effective Salary: \$54,000

To apply: Please submit a cover letter and a resume by e-mail to the Reverend Kevin Nollette, Associate Presbyterian, Presbytery of Seattle (kevin@seattlepresbytery.org). Please send your documents in PDF format and put in the subject line: "Northminster Presbyterian Church Transitional Pastor Application".

For more information about this job contact Liz Tennant, Co-chair, Pastor Transition Search Committee (LizTennant@aol.com)