

**Interim Pastor Job Description**  
**Mt. Hebron Presbyterian Church – a member of the Presbytery of Baltimore. PCUSA**  
2330 Mt Hebron Drive  
Ellicott City, MD 21042

Mt. Hebron Church is a Presbyterian church in Howard County, MD. We are an established congregation that borrows from traditional and contemporary expressions of faith to praise God with our worship, service, ministry, and mission. We are located on the grounds of the historic Hebron House, with a beautiful campus that includes a modern church building, historic meeting house, outdoor pavilion, and sprawling pastoral grounds. We maintain ourselves as a “small but mighty” voice in our community, having a roll of approximately 100 members of which approximately 65 are active. Though our most visible presence is our Nursery School and Scouting activities, we are welcoming to all into our midst who love the Lord.

**Our mission:**

- To worship God:
  - through prayer, proclamation, music, and scripture,
  - as a thanksgiving for God’s Holy Creation,
  - with depth, sincerity, awe, and love;
  
- To teach:
  - Christians of all ages, genders, races, and backgrounds,
  - Holy Scripture with relevant and practical interpretations,
  - the Good News of Jesus Christ in word and deed;
  
- To share:
  - the goodness and love of God,
  - our gifts, talents and service,
  - to all the world that so desperately needs to know God’s love;

further, to do all that we do in the Name of Jesus Christ, our Savior, with glad and generous hearts.

**Job Requirements:**

1. Ordination in the PCUSA with credentials approved by the Presbytery of Baltimore.
2. One week of interim training or equivalent.
3. Experience with mediation, church leadership in anxious times, and conflict resolution.
4. Experience in a church with a program more robust than the church itself (e.g. a nursery school, soup kitchen, etc.).
5. Familiarity with issues and resources for churches exploring the hard questions.
6. Experience working with administrative staff.
7. An advanced sense of cultural and social awareness.
8. Energy and enthusiasm for the challenging work of interim ministry.

## **Job Responsibilities:**

1. Provide leadership for all worship, mission, service, and ministry activities.
2. Together with Session, fulfill the role of the Interim Pastor by:
  - a. Encouraging and supporting the congregation, with guidance from Presbytery, in a deep and thorough self-study.
  - b. Assisting the congregation in coming to terms with its history and present life.
  - c. Guiding the session and congregation in clarifying their vision for the future.
  - d. Helping the congregation clarify its identity in the community.
  - e. Facilitating the congregation's work to identify its strengths and challenges, including any necessary transitions.
  - f. Guiding the congregation in strengthening its relationship with the larger church and local community.
  - g. Assisting the congregation to prepare for new leadership; encouraging the people to envision and plan for a new future.
3. Proclaim, as the sole Teaching Elder for the congregation, the Word of God during weekly worship services.
4. Administer the Sacrament of the Lord's Supper on the 1<sup>st</sup> Sunday of the month during regular worship services, as well as in occasional services (e.g. Maundy Thursday) as determined by Session.
5. Lead other services as necessary, including weddings, funerals, etc. and administer the Sacrament of Baptism.
6. Provide pastoral care for the congregation as needed.
7. Act as an administrative Head of Staff.
8. Moderate meetings of the session and congregation.
9. Assist the congregation in honoring what has gone before and preparing for what is next.

If this sounds like you, then we're looking for you and we hope you are looking for us!

Interested applicants should submit the following:

1. Attested PIF
2. Letter of interest

To: Rob Reese, Chair, Interim Pastor Search Committee, Mt. Hebron Presbyterian Church, at:

[InterimPastorSearch@mthebronpc.org](mailto:InterimPastorSearch@mthebronpc.org)

**Women, minorities, and BIPOC candidates are strongly encouraged to apply.**

## **Matthew 7:7-8**

“Ask, and it will be given to you; seek, and you will find; knock, and it will be opened to you. For everyone who asks receives, and the one who seeks finds, and to the one who knocks it will be opened.”