

JOB DESCRIPTION

PRESBYTERY OF CHARLOTTE – ASSOCIATE GENERAL PRESBYTER

REPORTS TO: General Presbyter
RESOURCE TO: Ministry Resource Committee
STATUS: Full time, salaried exempt

A. QUALIFICATIONS

- Strong faith in Jesus Christ as Lord and Savior
- Skilled at, and delighting in, collaborative leadership
- Commitment to the mission of Jesus Christ through the Church
- Skilled at initiating, cultivating, and building relationships with and between diverse congregations and persons
- Enthusiastic about encouraging and supporting a Presbytery whose work and ministry is driven by the people in the pews and local pastors.
- Good listener to people and the Spirit; priority will be joining God's work in and through congregations
- Able to balance life and work
- Flexible and self-motivated
- Team player/ability to work effectively with Presbytery staff
- Ordained minister of word and sacrament or ruling elder in the Presbyterian Church (U.S.A.)
- Familiar with and committed to PC(USA) polity

B. DUTIES AND RESPONSIBILITIES

The primary responsibility of the Associate General Presbyter (AGP) is to cultivate relationships with and partnerships between congregations and to strengthen and resource congregations around our shared Vision.* This work is to be in support and partnership with the Presbytery's new Ministry Resource Committee (MRC), whose foundational work includes the following: proactively connecting with congregations; encouraging and resourcing collaborations between congregations (designated "ministry teams" in our presbytery structure); and encouraging and resourcing new worshiping communities and church transformation. Specifically, the AGP should:

- Partner with the Presbytery, Presbytery Council, and the Ministry Resource Committee to discern how to participate in the Lord's work of ministry as they live into the Shared Vision
- Promote an outward looking, congregation-supporting culture among Presbytery staff and encourage/direct Presbytery staff to support local ministry and build relationships with and among the congregations
- Be regularly present and active among the Presbytery's congregations
- Identify, develop, and equip leaders and volunteer resources within the Presbytery
- Assist existing Presbytery ministries, or PCUSA ministries within Presbytery—e.g., Community Disaster Response Team (CDRT), Self-Development of People (SDOP), etc.
- Travel as needed
- Participate in continuing education relevant to the ADP's ministry responsibilities
- Perform such other duties and responsibilities as required

C. RELATIONSHIPS AND ACCOUNTABILITY

- The AGP will be directly responsible to the General Presbyter, under the authority of the Presbytery and Presbytery Council, in service to the congregations of the Presbytery and in communication with the General Presbyter and the Personnel Task Force for support, concerns and guidance.
- The AGP will be a member, without vote, of the Presbytery Council.
- If a minister of Word and Sacrament, the AGP will form a Pastoral Relations Committee and become a member of the Presbytery of Charlotte.

* The shared Vision is the fruit of a three-year process of discernment through the Emmaus Visioning Team and the subsequent Strategic Planning Team. The two Teams' reports are supplemental to this job description.