

**First Presbyterian Church of Howard County  
Presbytery of Baltimore  
Interim Pastor Position Description  
July 2023**

First Presbyterian Church of Howard County (FPCHC) in consultation with the Presbytery of Baltimore's Commission on Ministry (COM), seeks a full-time Interim Pastor for a one-to-two year commitment. This is a non-installed position.

FPCHC ([www.firstpreshc.org](http://www.firstpreshc.org)) is in Columbia Maryland, a large planned community between Baltimore and Washington, D.C. Our current co-pastors are retiring after 18 years of service. We are an active, diverse congregation (568 active members; average Sunday attendance of 180) with a strong mission presence. We are a Matthew 25 congregation and have a strong commitment to diversity and social justice, including LGTBQIA+ issues. Our 2023 budget is approximately \$848,000.

We are seeking an interim pastor to guide and prepare the congregation to call pastoral leadership, and ensure that the church has essential pastoral leadership during a time of change. The interim pastor will work with the church to assess the current state of the congregation and define its future direction.

**Interim Pastor Responsibilities (guide and prepare):**

1. Lead an assessment of the current state of congregational mission and future ministry direction in preparation of a pastor nominating committee.
2. Work with the Session and the personnel committee to develop a staffing model including pastoral leadership, program staff and administrative staff.
3. Facilitate an assessment of congregational assets such as:
  - a. the church's physical plant
  - b. financial resources and fundraising processes
  - c. current membership qualities and capabilities
  - d. growth possibilities

**Interim Pastor Responsibilities (essential pastoral leadership):**

1. Provide regular preaching and worship leadership on Sunday mornings and at special services, officiate at weddings and funerals, and administer the sacraments as agreed upon with the session.

2. In collaboration with elders and deacons, provide pastoral care for church members and friends, including hospital and home visitation in crises.
3. Support the congregation through the period of change as the PNC searches for called pastoral leadership.
4. Meet with prospective members and conduct new member classes.
5. Function as head of staff, supervising church employees. We are currently conducting a search for a new Director of Music, and we expect staff turnover due to retirements.
6. Plan for and moderate session and congregational meetings; and provide, with the session, organizational oversight for the work of the church.
7. Perform other duties and responsibilities as mutually agreed

**Desired Qualifications:**

1. Minister of Word and Sacrament in the Presbyterian Church (USA) or a denomination with whom the PCUSA is in full communion.
2. Training and/or experience in interim ministry

**Terms of Contract:**

1. One-year contract, with the possibility of extension at the end of the term
2. A salary and benefits package commensurate with experience and presbytery guidelines

We are an equal opportunity employer and do not discriminate on the basis of race, ethnicity, national origin, gender, gender identity, sexual orientation, disability or age.

Applicants should email their Personal Information Form, and any questions, to [IPSC@firstpreshc.org](mailto:IPSC@firstpreshc.org).