



## Job Description

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| <b>Position:</b>          | Interim Senior Pastor and Head of Staff                                                                                                                                                                                                                                                                                                                                 |
| <b>Classifications:</b>   | Full-time, Temporary, Senior Staff (Ordained), Exempt                                                                                                                                                                                                                                                                                                                   |
| <b>Reports To:</b>        | CPC Session through the Personnel Committee                                                                                                                                                                                                                                                                                                                             |
| <b>Evaluation Due:</b>    | Annually by Personnel Committee                                                                                                                                                                                                                                                                                                                                         |
| <b>Supervises:</b>        | <ul style="list-style-type: none"><li>• Senior Associate Pastor for Congregational Care</li><li>• Associate Pastor for Education</li><li>• Associate Pastor for Congregational Life</li><li>• Director of Mission and Outreach</li><li>• Director of Contemporary Worship</li><li>• Business Administrator</li><li>• Executive Assistant to the Senior Pastor</li></ul> |
| <b>Staff Liaison For:</b> | Session, Personnel Committee, Worship Committee, Stewardship Committee, Planning and Evaluation Board, Pastoral Residents, Transition Committee                                                                                                                                                                                                                         |

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### Job Summary

Covenant Presbyterian Church seeks an experienced Interim Senior Pastor to guide our congregation through a period of transition as we prepare to call a permanent Senior Pastor. The goal of this position is to cultivate an atmosphere in which staff, members, and friends of Covenant Presbyterian Church continue to pursue and embrace our vision. The Interim Senior Pastor will provide pastoral leadership, spiritual care, and administrative oversight while helping the church maintain stability and momentum. This will be accomplished primarily through leadership with staff, Session, and the congregation at large.

### Qualifications

Undergraduate college degree. Master of Divinity from an accredited seminary. Must demonstrate appropriate theological, doctrinal, counseling, and administrative knowledge and skills. Must possess strong preaching and worship leadership skills with the ability to inspire a diverse congregation. Demonstrated experience as a Senior Pastor, Interim Pastor, or in a similar pastoral leadership role within the Presbyterian Church (USA) tradition. Ordination as a Minister of Word and Sacrament in the PC(USA), or eligibility to receive a call within the Presbytery of Charlotte.

### Duties and Responsibilities

- Serve as the primary preaching pastor, delivering sermons with skill and conviction to



inspire members to act on their Christian commitment in their day-to-day lives.

- Participate in worship leadership for all services on a rotating basis.
- Provide regular pastoral care and counseling through hospital visits on a rotating basis.
- Officiate at weddings and funerals on a rotating basis.
- Lead the church into and through its next stages of ministry with appropriate appreciation of the past and glad embrace of the future.
- Help the congregation to discern and make progress on key areas of challenge during the period of transition.
- Serve in the governing bodies of the PC(USA) and other appropriate opportunities in the church-at-large.
- Inspire, challenge, and direct staff.
- Lead and oversee staff and resources in fulfilling all responsibilities generally associated with a large urban church with a substantial physical footprint.
- Embrace and support the Teaching Church model for Pastoral Residents, seminary interns, and other ministry inquirers.
- Support and equip lay leaders, committees, and ministries as they continue their work during the period of transition.
- Collaborate with Session and staff to promote organizational health, financial stewardship, and mission alignment.
- Serve as a resource to the Pastor Nominating Committee, offering insights into congregational dynamics as needed.
- Serve with the Transition Team in facilitating a congregational mission study.

**Physical Demands:** Requires prolonged sitting, some bending, stooping, stretching, standing, and lifting up to 30 pounds occasionally. Requires hand-eye coordination and manual dexterity sufficient to operate a keyboard, photocopier, and other office equipment. Requires normal and/or correctable range of hearing and vision.

**Work Conditions:** Work in an office environment, involving contact with staff and the congregation. Work may have deadlines, multiple interruptions, high volume and may be stressful at times. Regular work week is Sunday through Thursday. On call for crisis situations.

*This list is not intended to be all-inclusive. You will also perform other reasonably related duties as assigned by the Session through the Personnel Committee.*