

Presbytery of Carlisle
Bridge Presbytery Leader Position Description

The Presbytery of Carlisle is a diverse and hopeful covenantal community served by several staff members who work collaboratively to provide resources as needed. The Bridge Presbytery Leader is a temporary part-time position, serving as a “Bridge” until a permanent Presbytery Leader is called. The position is available as of July 1, 2023. The Covenant of Agreement created with the successful candidate will be a 12-month renewable contract, terminable by either party with a 30-day notice. The Bridge Presbytery Leader is not eligible to apply for the permanent position.

Responsibilities:

1. Serve as staff resource for the Administration Committee including, but not limited to attendance at monthly meetings, assisting with the preparation of the Narrative and Line Item Budgets, and providing guidance and information as needed.
2. Participate as necessary in the work of Coordinating Council including, but not limited to preparing agendas, facilitating working groups, preparing for and leading Presbytery meetings as needed.
3. Serve as staff resource to the New Worshipping Communities Commission including, but not limited to attendance at monthly meetings
4. Serve as an advisory member of the Commission on Ministry including, as needed, monthly preparatory meetings, monthly stated meetings, and collaborative conversations with pastors, congregations, and Presbytery leaders as needed.
5. Attend weekly meetings with Presbytery staff.
6. Fulfilling other duties as may become necessary or as may be assigned by the Presbytery Leader for Governance and Congregational Leadership or the Administration Committee.

Qualifications:

- Able to guide discernment about flexibility, adaptation, and improvisation within the values and principles of our polity to navigate current needs and realities.
- Satisfactory state and federal background check
- Relevant experience as a Ruling Elder or a Minister of the Word and Sacrament
- Working knowledge of the polity, structure/program, and mission of the PCUSA (and ideally the Presbytery of Carlisle)
- Maintains a calming, compassionate presence
- Good listener with a genuine concern for others and the ability to offer pastoral care
- Communicates effectively, both orally and in writing
- Able to utilize technology for communicating and reporting