

Scope of work for half time PASTORAL POSITION

- Preparation and leadership of Sunday worship including scripture study, crafting of liturgy and bulletin, sermon preparation, guiding and sometimes finding lay liturgists, planning of music in coordination with musical staff or volunteers, preaching, offering of prayers, etc.
- Faith formation and vitality through prayer, Bible study, service, identifying helpful resources and opportunities and helping lay persons take advantage of them
- Pastoral care in collaboration with laypersons (at least to those who are sick, elderly, or grieving)
- Participate in wider church activities such as conference and association meetings as time permits
- Study and prayer to increase faith and to improve skills so as to lead, teach, preach better
- Energizing and deepening the spiritual connection and faith understandings of others in all they do."

Additions: From Elburn CCC Constitution and Bylaws:

- Care for the spiritual welfare and Christian education of the congregation, including youth services. Administer the sacraments and rites of the church, and exercise pastoral care and leadership
- Oversee classes of instruction in the fundamentals of Christian faith and life, in preparation for confirmation, confession of faith, or admission to church membership.
- Serve ex officio on the church council, committees and organizations within the church, with these exceptions: (a) nominating committee, (b) the pastor/congregation relations committee (of which s/he is a regular member, (c) the employee evaluation subcommittee of the council
- Shall keep a record of all services performed and make an annual report to the congregation

Terms of Employment:

Our constitution requires that the pastor become a member of the Elburn CCC as soon as possible.

Compensation, benefits, terms of employment, etc. are to be negotiated in the employment contract. We expect to make provisions for continuing education for the pastor. We expect, in all of these issues, to closely follow the guidelines of the United Church of Christ.

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