

# Nashua Presbyterian Church

## Pastor's Job Description

2022

### Responsibilities

The Pastor is responsible for providing leadership in the worship life of the congregation, for pastoral outreach to members and friends of the congregation, and for working with the leadership of the church to further the stated goals of the congregation.

Worship – Prepare for and implement of all worship services approved by the Session.

Pastoral Care – Visit Hospital, home, and office for all members and friends of the congregation as needed as well as performing baptisms, funerals, and weddings for members of the congregation.

Leadership Development – Work with the leaders and potential leaders of the congregation, both individually and as a group, to continue to develop their leadership skills.

Church Growth – Work with the Session and its committees toward growth

Expand Fellowship through new groups and more activities – Work with the Session and its committees toward achieving this goal.

Expand the Christian Education program – Work with the Session and its committees toward achieving this goal.

Expand Outreach programs to the community around church – Work with the Session and its committees toward achieving this goal.

Supervise Church Staff - Coordinate with the pertinent Work Group of Session.

Expand Participation - Encourage participation in the Presbytery of Northern New England.

### Committee Responsibilities

The Pastor shall meet with the Session and the Deacons and with other committees and working groups of the church, as needed.

### Larger Church Responsibilities

The Pastor has a responsibility to serve not just the local congregation, but the larger church as well both within in the PCUSA and in the ecumenical-interfaith community. The church has the responsibility to provide adequate funding for these ministries.

### Hours and Time Away

Hours: 40 hours a week

Paid Vacation: 4 weeks a year

Six Annual Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, or a compensatory day when that day must be worked for some reason.

Paid Study Leave: 2 weeks a year. Study leave time and expenses may accumulate for up to three years without loss.

Eligible for Sabbatical after seven years.

**Accountability**

Responsible to Session and Presbytery (via COM) Annual Review by Session.  
The Terms of Call of the Pastor shall be updated at the Annual Congregational Meeting and sent to COM of PNNE for approval.

**Salary**

Salary commensurate with Presbytery of Northern New England guidelines.