

**First Presbyterian Church Haddonfield**  
20 Kings Highway E.  
Haddonfield NJ 08033  
[www.haddonfieldpres.org](http://www.haddonfieldpres.org)

**Hearts open to Christ - Doors opening to His world**  
**Seeking a full-time Senior Pastor/Head of Staff**

**Overview:** This is a full-time Senior Pastor/Head of Staff role. It requires experience as a Senior Pastor in a medium to large congregation. The position is open due to the retirement of the long-serving Senior Pastor

**Part I – Position Description and Requirements**

**1. Leadership, Preaching and Worship**

- Provides a biblically-based preaching and teaching ministry grounded in reformed theology
- Inspires from the pulpit
- Projects the identity and character of the congregation through worship leadership
- Articulates a clear and consistent theology as described in our Mission Study
- Communicates a clear and consistent message through sermons that are carefully prepared and delivered
- Encourages the congregation in the worship and service of God
- Leads and encourages small group ministry programs such as Bible studies and book studies
- Advocates seeking out new members enthusiastically

**2. Staff Leadership and Supervision**

- Experienced in managing a staff including Associate Pastor, Minister of Music, Director of Youth and Family Ministries, Preschool Director, Building Manager, and three church office personnel
- Holds staff accountable for tasks and activities to ensure they are completed on budget and schedule
- Conducts performance reviews and takes corrective action with staff, when necessary

**3. Pastoral Care**

- Visits, contacts, counsels, and cares for the congregation in concert with the Associate Pastor
- Supports the implementation of a bolstered caring ministry program, such as a Stephen Ministry, that develops and trains members of the congregation to provide additional outreach to those in need

**4. Administration/Finance**

- Provides active leadership to the Session and the Board of Deacons
- Demonstrates organizational agility
- Is committed to the importance of supporting good policy, practice and procedure
- Allocates and manages finances transparently
- Assures rigorous and comprehensive financial accountability systems are in place and utilized

## 5. Mission

- Provides leadership to the congregation and its organizations by supporting programs that will enable the church to grow its mission activities in service to God
- Helps the congregation identify mission opportunities and inspires them to move quickly when opportunities/needs arise
- Fully embraces our church's commitment to stand with and support the marginalized and is a strong supporter of social justice and will provide support of our mission as a Matthew 25 Church

## 6. Stewardship

- Actively supports the work of the Stewardship Committee in finding new ways to build revenue
- Is actively involved in soliciting donations used to fund the budget and special projects

## Part II – Congregation Covenant

To commit to:

- Pray for and support the Pastor in his/her ministry
- Provide regular financial compensation according to the terms in contract
- Actively participate in the life of First Presbyterian Church of Haddonfield
- Actively work to support the growth of the congregation and youth activities
- Work with the Pastor by participating in the leadership of the church and implementing new ideas and programs

## Part III – Terms of Call

- Experience: Candidate must have at least five years' experience as Senior Pastor/Head of Staff of a medium to large-sized congregation
- Salary/Housing Allowance: \$85,000 to \$91,000
- Housing may be available and Housing Allowance will be adjusted if the available housing is utilized.
- SECA Relief: Approximately \$3000
- Pension/Medical: Full
- Reimbursement for Medical Expenses not covered by insurance: Negotiable
- Professional Expense including mileage vouchered: \$3,000
- Continuing Education: two weeks/\$750 vouchered reimbursement
- Vacation: one month (four or five Sundays)

## Contact Information

Organization name: First Presbyterian Church of Haddonfield  
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