

11/3/2023

**The First Presbyterian Church of Philipstown is seeking a part-time (30 hours per week)  
STATED SUPPLY  
Position available immediately with a one-year renewable contract**

The First Presbyterian Church of Philipstown (FPCP), our congregation and community --

FPCP is also known as "The church of the Open Door." Our inclusivity statement, adopted in 1990 and printed in the bulletin every Sunday, states: "*Knowing that all community is a gift of God, we affirm there can be no exclusiveness about the body of Christ. We welcome into our community and membership all people of God regardless of ethnic heritage, national origin, age, gender, marital status, sexual orientation or socioeconomic standing; and we encourage the full participation of all in the life of our congregation.*"

People are drawn largely from the villages of Cold Spring and Nelsonville and from the hamlet of Garrison to the south, all in the town of Philipstown. With the ease of a commute into Manhattan, many people who attend First Presbyterian work in NY City. Members also come from the city of Beacon to the north and from Putnam Valley to the east. We are a historic church, in operation since 1828.

We are a close-knit congregation of about 100 active members, diverse in age, background and interests. Nevertheless, many, if not most, of the church activities, e.g., Book Club, Sunday morning study group, and the many missions mentioned below, involve people in the surrounding community coming from many faith or non-faith backgrounds.

FPCP can be characterized by active lay person involvement and leadership, a passion for outreach, and a love of music in worship. Lay people act as worship leaders, readers, youth sermon presenters, Sunday School teachers, group leaders, and occasional preachers. The church hosts the area food pantry, as well as the 55-year-old Community Nursery School; coordinates Midnight Runs providing food and clothing to homeless in NY City; organizes Habitat for Humanity work crews; prepares meals for those experiencing hunger; and more. Music in worship includes traditional hymns, as well as jazz, popular songs, classical music, and improvisations. Our music director recruits collaborators from our congregation, as well as professional players, and organizes special musical services and concerts.

*Micah 6:8 — He has shown you, O mortal, what is good. And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God.*

Job Description –

The Pastor will be responsible for the following duties:

1) Preaching and Leading Worship.

To plan and lead worship in the Reformed tradition including:

- Preparing sermons, selecting hymns, and appropriate liturgy;
- Administering the sacraments;
- Officiating at weddings and funerals, as requested; and
- Consulting with the Worship and Arts Committee and staff in planning for special worship events related to the liturgical year. (Primary responsibility will remain with the Worship and Arts Committee.)

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2) Church Leadership and Administration.

To foster effective church organization by:

- Serving as Supervisor to church staff (Administrator, Music Director, Sexton, Nursery School Director, Bookkeeper, Food Pantry Coordinator), in collaboration with the Personnel Committee that handles most day-to-day matters.
- Moderating and leading the Session in its responsibilities;
- Working in a collegial relationship with church leadership and staff to plan and develop appropriate program of activities;
- Serving as a resource to church committees. (Attendance not mandatory at all meetings.); and
- Serving as Ex-officio of the Nominating Committee.

3) Pastoral Care and Outreach.

To support and work with the Deacons and Congregational Care network, including

- Visitation of members who are in hospital, nursing home, or homebound (Visitations may be carried out by the Pastor, Deacons and the Congregational Care Network);
- Providing pastoral care to persons in crisis or significant life changes as requested; and
- In collaboration with the Deacons, assisting with the outreach towards new and prospective members.

4) Teaching.

To fulfill responsibilities as a Teaching Elder by:

- Assisting when called upon with the teaching of the Confirmation Class and supporting the educational ministry within the church community.

5) Relationship to the Hudson River Presbytery and Committee on Ministry (COM).

To become accountable to and work in collaboration with the Hudson River Presbytery through its COM:

- Becoming an active member of the Hudson River Presbytery
- Coordinating annually with the COM or a subcommittee to evaluate contract for renewal.

Requirements:

- 1) A minimum 2 years of pastoral experience
- 2) Can be either Minister of Word and Sacrament (MSW) or Commissioned Ruling Elder (CRE)
- 3) Comfort and experience in leading both virtual and in-person worship

Compensation will meet or exceed the minimum guidelines for effective total compensation required by the Presbytery, with actual to be determined based upon experience and qualifications. *Effective Salary in a range of \$67,500-\$75,000 (salary range includes housing allowance).*

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