

Ministry Opportunities

As a service to the church, RPTS has added a place where we can make available ministry opportunities. When we learn of various openings, we will review the information for possible inclusion, update the website as needed, and keep each listing active for a period of time. We hope that this will help churches to get the word out when they are looking for qualified candidates for ministry positions.

If you have an opening you would like us to consider for inclusion, please contact Mark Sampson at msampson@rpts.edu.

Presbyterian Church of Pitcairn

“Experiencing and Sharing the Living Hope of Christ”

312 Highland Ave.

Pitcairn, PA 15140

www.pitcairnpca.org

www.facebook.com/PCoPpca/

Description of Community and Church:

Pitcairn was incorporated in 1894. The town grew during the first half of the 1900's as the Pitcairn rail yard became the largest in the world. By the 1950's the rail yard growth had stopped. During the 1980's the closing of part of Westinghouse Air Brake and the decline of the steel industry caused many of the residents to need to look for work elsewhere. Some of those who remained in Pitcairn had to accept lower paying jobs. Many of the homes became rental properties, with rent less expensive than in nearby neighborhoods with newer properties. An increasing number of the properties have now become subsidized rental units. Pitcairn is an old railroad town that thrived at the turn of the 20th century, moving from a community resembling a small city (in the early 20th century) to a more urban, residential community. The municipality of Pitcairn is 0.5 square miles, with a population of 3,689 recorded in the 2010 census.

Pitcairn has a main street, which has a butcher shop, a pharmacy, and a post office. The Pitcairn Park and Recreation Board provides free movies for children eight months a year, an Easter Egg Hunt, a Harvest Festival, and an old fashioned Christmas celebration. Camp B and Camp G provides a weeklong camping experience for children ages seven to sixteen. Pitcairn Women's Club provides scholarships for Pitcairn residents graduating from high school; Pitcairn Lion's Club provides support for vision needs. The Pitcairn Community Renaissance works on projects to beautify the town. Volunteers assist with the Pitcairn Food Pantry and Meals on Wheels. There is a summer food program. It is possible for life-long Pitcairn residents to maintain connections through the Pitcairn Alumni Association, which archives memories at Propel School, schedules luncheons, and records history. These are available for viewing weekly. The Historical Society has written the history of Pitcairn and maintained artifacts, which are also available for viewing one day a week.

Church members of *The Presbyterian Church of Pitcairn* live in Pitcairn and its surrounding communities of Monroeville, North Huntington, Trafford, and Level Green. Monroeville and North Huntington are suburbs of Pittsburgh with busy business districts surrounded by residential districts. Trafford and Level Green are residential suburbs. The Lord has been gracious and adding to our congregation. Our current average attendance is 70 people varying in ages as well as sociological and economic backgrounds. Our worship is liturgical in style with a blend of hymns and contemporary music. It is a service meant to be honoring to the Lord and welcoming to the humble, contrite sinner. We are experiencing and sharing the Living Hope of Christ.

To learn more about who we are and our ministries visit:

www.pitcairnpca.org

www.facebook.com/PCoPpca/

Position Title: Assistant to the Pastor

Position Description: This role is designed to give the student a breadth of ministry experiences as he assists the Pastor with the needs of the church and community while attending seminary.

Position Qualifications:

- Committed believer of the Lord Jesus Christ
- Possesses a heart for pastoral ministry that is bound in love and humility
- Seeks to be faithful to the Scripture as God's Holy, Inerrant, and Infallible Word
- Seeks to be true to the Reformed Faith
- Seeks to be obedient to the Great Commission
- Agree with PCA doctrine
- Become a member of Pitcairn Presbyterian Church
- References from a Seminary Faculty, Friend or Family, and current Pastor
- Pass background checks
- Familiar with working with websites, social media, and mail chimp emails
- Prefer someone who loves working with elementary kids and has a gift in music and drama

Position Responsibilities:

Support:

Assist with communications: creatively advertise, promote, and remind church and community of ministries and events through flyers, website, Facebook, and emails throughout the week

Ministry:

Satisfy internship requirements necessary for graduation and or Presbytery:

- Assist in midweek teachings when needed
- Assist in Sunday School and Lord's Day Worship
- Occasional preaching
- Assist in visitation and pastoral care
- Help lead and organize Church outreach events (VBS, summer slip n slide, Fall Fun Day, etc....)
- Address ministries that need revitalization or change
- Come up with new ministries to connect with the community (if musically gifted, a music ministry for elementary kids)
- Participate in monthly mentoring meetings and complete mentoring assignments

Salary Range: Match Scholarship where 2/3 of your seminary is paid by us and seminary (full time student) or a negotiated salary for part-time students.

Hours: 10-12 hours per week

Application Instructions: Please send resume and cover letter to jeremy@pitcairnpca.org

ASSISTANT PASTOR JOB DESCRIPTION

First Presbyterian Church, Schenectady, NY

www.1stpreschurchschdy.org

FPCpastorsearch@1stpreschurch.org

POSITION TITLE:

- ◆ Assistant Pastor

STATUS:

- ◆ Full-time, salaried

POSITION'S GENERAL PURPOSE:

- ◆ Lead Youth and College Ministries, and support the Senior Pastor with pastoral duties, while adhering to First Presbyterian Church's mission

PRINCIPLE FUNCTIONS:

- ◆ Lead and cultivate Youth and College Ministries
- ◆ Teach Youth Ministry and Youth Bible Studies
- ◆ Help recruit and train volunteers
- ◆ Oversee Youth Ministry budget
- ◆ Outreach to youth, as feasible, in the community
- ◆ Pastoral care hospital visitation and home visitation, as necessary
- ◆ Preaching and teaching in Worship and Sunday School (frequency T.B.D.)
- ◆ Lead or assist in Worship (when required)
- ◆ Work in concert with the Senior Pastor, Staff, Ministry Leaders, and Session

Youth is defined as ages 12 to 22 (sixth grade to college).

ACCOUNTABILITY:

- ◆ Reports to the Senior Pastor
- ◆ Is evaluated annually by the Senior Pastor and Staff Relations Committee
- ◆ Operates with considerable independence within areas of responsibility

MINIMUM QUALIFICATIONS:

- ◆ A pastor's heart for the youth and a burden for the lost
- ◆ Must be seminary trained with a Master of Divinity degree (or its equivalent) and ordained in the Presbyterian Church in America (or working toward ordination)
- ◆ Adherence to the Westminster Confession

NECESSARY SKILLS:

- ◆ Effective at recruiting, equipping, and motivating the congregation in Youth Ministries
- ◆ Proficient at communication, organization, and conflict resolution
- ◆ Strong initiative, work ethic, time management, and dependability

BENEFITS:

- ◆ Health/dental insurance, pension, housing allowance, and mileage reimbursement
- ◆ Paid leave for vacation, illness, and family emergency
- ◆ Continuing education funds

Presbyterian Church in America

Office of the Stated Clerk
1700 North Brown Road, Suite 105, Lawrenceville, GA 30043
Phone 678-825-1000 Fax 678-825-1001 Email: pastorsearch@pcanet.org

CHURCH PROFILE FORM

Check here if you would like to be added to our Ministry Opportunity List (<http://www.pcaac.org/ministrypositions.htm>)

PART I -- BASIC DATA

1. NAME OF CHURCH: First Presbyterian Church

ADDRESS: 209 Union Street

Schenectady, NY 12305

TELEPHONE: (518) 374-4546 PRESBYTERY: New York

2. NAME OF PULPIT COMMITTEE CONTACT PERSON: Frank Privitera, Chairman

MAILING ADDRESS FOR DATA FORMS: Pulpit Committee P.O. Box 6 Schenectady, NY 12301

EMAIL: FPCpastorsearch@1stpreschurch.org

3. TYPE OF COMMUNITY

Inner City _____
Urban (Downtown) X _____
Urban (Residential) _____
Metropolitan _____
Suburban _____
Small Town _____
Rural _____
College _____
Retirement _____
Resort/Recreational _____
Agriculture _____

4. TYPE OF CHURCH

Church with Multiple Staff _____
Church with Solo Pastor X (Currently, single ordained Pastor and additional support staff)
Mission Church _____
Non-PCA Church _____
Overseas Church _____

5. SIZE CHURCH

Under 100 members _____
101-250 members _____
251-500 members X _____
501-800 members _____
801-1,000 members _____
1,001-1,600 members _____

6. TYPE OF POSITION VACANT

Pastor (Solo) _____
 Senior Pastor _____
 Associate Pastor _____
 Assistant Pastor _____ X
 Interim or Supply _____
 Lay Professional _____
 (e.g. Educator, Musician)
 Pastoral Counselor _____

7. CONGREGATIONAL INFORMATION

Average Attendance 234
 Members 363
 # of Adults over 65 109 30%
 # of Adults under 65 206 57%
 # of Teens 18 5%
 Number of Children 30 8%

8. FINANCIAL INFORMATION (2017)

Total Income \$841,000
 Benevolent Disbursements \$395,000
 Church Expenses \$446,000
 Ministers Compensation Package _____

9. PROGRAMS AND OUTREACH

Jail Ministry _____	Men's Fellowship _____
City Mission _____	Sunday School _____
Nursing Homes _____	Caring Units _____
Moms' Ministry _____ ...	Small Groups _____
Ladies' Bible Studies _____	Youth Groups _____
Fellowship Luncheons _____ ..	Short-Term Missions Trips _____
International Students _____	PrimeTimers (Seniors' Ministry) _____
ESL Classes _____	Children's Ministries _____

PART III -- CONGREGATIONAL PRIORITIES

THE CONGREGATION PLACES PRIORITIES FOR THEIR MINISTER ON THE FOLLOWING: [Circle 4 for highest priority on the activity; Circle 0 for lowest priority on the activity. Circle 2 or 3 for intermediate priorities. Choose not less than four (4) or more than six (6) of the activities on which you place highest priority.]

	Low Priority			High Priority	
	0	1		3	4
1. WORSHIP LEADERSHIP (Pastor and Session work to develop a rich worship life, educating the congregation for meaningful participation.)			2		
2. PROCLAMATION OF THE WORD (The word of God is preached with urgency and conviction, bringing it to bear on the changing needs of individuals, the community, and the world. High priority of pastor's time placed on sermon preparation.)				3	
3. SPIRITUAL DEVELOPMENT OF MEMBERS (Pastor shares members' struggles regarding the Christian faith, with opportunity provided for individuals and groups to reflect on beliefs, concerns, doubts regarding Christian understanding of the spiritual dimensions of life.)					4
4. CONGREGATIONAL VISITATION (Church officers and pastor develop and carry out a systematic plan for visitation of the entire congregation with special attention to prospective members and those with special needs.)			2		
5. HOSPITAL OR EMERGENCY VISITATION (Those in hospitals or emergency situations are regularly visited; network developed to keep pastor and others informed of crisis situations; needs of ill or bereaved are met.)				3	
6. CONGREGATIONAL FELLOWSHIP (Emphasis placed in developing fellowship, helping members to know one another; groups encouraged which give members the opportunity to love and support one another.)					4
7. COUNSELING SERVICES (A counseling program initiated for assisting those in and outside the Church; appropriate referrals made when needed.)		1			
8. EVANGELISM (Pastor and congregation share faith in Christ as personal Savior in total lifestyle; seek to lead others within and outside the Church to accept Jesus Christ: congregation is informed, trained, helped to establish effective evangelism programs for the church.)				3	
9. DISCIPLESHIP TRAINING					4
10. ENCOURAGING THE MINISTRY OF THE LAITY (Creative ideas and directions developed together with the Session; many persons with appropriate skills stimulated to become involved in services.)				3	

11. MISSION BEYOND THE LOCAL COMMUNITY (Awareness of the Church's worldwide mission and opportunities for corporate and individual involvement; specific projects identified; persons challenged to support, study and/or visit mission programs on six continents.)	0	1	2	3	4
12. DEVELOPMENT AND SUPPORT OF EDUCATION AND TRAINING PROGRAM (Session and pastor identify the educational needs of persons of all ages and backgrounds, developing programs to meet needs; church education supported; educational goals are congruent with the total mission of the Church.)	0	1	2	3	4
13. TEACHING RESPONSIBILITY (Pastor accepts an active teaching role, interpreting and teaching the Scriptures, theological concepts, history of the Church and current events; provides instruction for Church Officers; educational leaders, confirmands and new members.)	0	1	2	3	4
14. INVOLVEMENT IN LOCAL COMMUNITY PROBLEMS AND ACTIVITIES (Concern for identifying social problems in the community; work done with groups seeking solutions. Time and skills committed to community groups. Information and encouragement provided which enable members to become informed and involved.)	0	1	2	3	4
15. ECUMENICAL AND INTERFAITH ACTIVITIES (Involvement with other congregations and the denominations in the community in presenting a united Christian witness in the community.)	0	1	2	3	4
16. CONGREGATIONAL COMMUNICATION (Two-way communication encouraged, information gathered and shared that will assist problem solving and decision making; varying opinions elicited and all encouraged to listen to opposing points of view.)	0	1	2	3	4
17. ADMINISTRATIVE LEADERSHIP (Pastor accepts appropriate administrative responsibilities, in climate of delegated tasks and shared leadership; volunteers and professional staff encouraged to use their ideas and skills. Work done on developing accountability.)	0	1	2	3	4
18. STEWARDSHIP AND COMMITMENT PROGRAMS (Session and pastor develop a planned stewardship education program to communicate the financial needs of the local church and mission beyond the local church; congregation challenged to commitment to Church's work.)	0	1	2	3	4
19. EVALUATION OF PROGRAM AND STAFF (Systematic procedures used to evaluate programs and staff performance in accord with goals and objectives. Others trained to use these skills. Regular assessment and evaluation.)	0	1	2	3	4

20. CONGREGATIONAL AND DENOMINATIONAL RESPONSIBILITY (Value placed on balance between local church and Assembly responsibilities. Congregation and Session know and are involved in the work of the denomination.)	0	1	2	3	4
21. DIACONAL MINISTRIES (Ministering to the needs of those inside and outside of the Church.)	0	1	2	3	4

PART IV -- PASTORAL STRENGTHS DESIRED

On a scale of 1 to 7, evaluate your priorities for the ministry of your pastor. [Circle 7 for the areas of greatest priority and circle 1 for the least priority.]

	Very Strong	Strong	Slightly Strong	Average	Slightly Weak	Weak	Very Weak
Preaching	7	6	5	4	3	2	1
Teaching	7	6	5	4	3	2	1
Evangelism (personal/one-on-one)	7	6	5	4	3	2	1
Discipleship	7	6	5	4	3	2	1
Worship Leadership	7	6	5	4	3	2	1
Church Administration (management)	7	6	5	4	3	2	1
Team Work	7	6	5	4	3	2	1
Counseling (formal)	7	6	5	4	3	2	1
Leadership Training	7	6	5	4	3	2	1
Christian Education	7	6	5	4	3	2	1
Pastoral Visitation	7	6	5	4	3	2	1
Stewardship Ministry (fundraising/promote tithe)	7	6	5	4	3	2	1
Diaconal Ministry	7	6	5	4	3	2	1
Youth Work	7	6	5	4	3	2	1
College & Career Ministry	7	6	5	4	3	2	1
Ministry to Senior Citizens	7	6	5	4	3	2	1
Singles Ministry	7	6	5	4	3	2	1
Recreational Activities (interaction with church body)	7	6	5	4	3	2	1

Presbytery/General Assembly Involvement	7	6	5	4	3	2	1
Community Service (outreach focused)	7	6	5	4	3	2	1