

**Job Description:**

Our candidate will have strong preaching skills, able to give effective, inspiring, clear, and relatable sermons acknowledging current events around us. They are a visionary, able to discern God's will alongside the church, seeing ahead clearly, staying focused on the larger picture, and anticipating future consequences. Our candidate will be a great communicator, have exceptional interpersonal skills, and be a bridge builder. We are seeking someone for the long term, eager to meet the challenge and make this journey with us.

**Job Responsibilities (including but not limited to):**

- ❖ Deliver inspiring, meaningful, relatable, sermons with practical applications to daily life and current events, which broaden the congregation's understanding of scripture and deepens their relationship with Christ as Savior.
- ❖ Provide for leadership of worship when unavailable.
- ❖ Collaborate with Music Director to provide engaging and uplifting worship music.
- ❖ Provide pastoral care for congregants, their families, friends, and wider community as needed, e.g., prayer requests, visits, calls, cards.
- ❖ Officiate at weddings, baptisms and funerals as requested.
- ❖ Execution and/or delegation of administrative tasks, e.g., bulletins, prepare lead article for the quarterly Hill n Valle newsletter, etc. and supervision of part time office secretary.
- ❖ Moderate all session and congregational meetings; prepare monthly agendas and pastoral reports for session.
- ❖ Attend Presbytery meetings and participate as is appropriate.
- ❖ Lead and assist with Annual Report preparation.
- ❖ Annually train newly elected officers and selected members.
- ❖ Provide leadership to Christian Education; periodic adult book or bible study such as Advent and Lent.
- ❖ Provide oversight to Sunday School.
- ❖ Attend community events requiring church representation such as, Tomales Festival, Harvest Faire, etc.
- ❖ Represent the church in dealing with outside organizations.