

Job Description: Boise Presbytery Transitional Presbyter

Description of the Boise Presbytery:

The Boise Presbytery is located in southwest Idaho and also includes one congregation in southeast Oregon. The Presbytery consists of 10 congregations and a large number of clergy in validated ministry in the hospital system, hospice, and educational ministry at College of Idaho. The Presbytery has experienced the loss of six congregations over the last decade which adds to a palpable struggle with a scarcity mindset in the Presbytery. God isn't done with us though, and we aren't done imagining and pursuing mission and ministry beyond "what we have always done". The Presbytery has been staffed by two part-time teaching elders: one is the Executive Presbyter, and the other is the Stated Clerk. We are entering into a time of discernment about our future vitality with increased relationship, and potential merger, with our neighboring Presbyteries.

Role of the Transitional Presbyter

As the Presbytery enters this time of transition, it seeks an individual who can lead in developing a vision and long-term strategies for the future while also maintaining the current operations and programs of the Presbytery. This person will fulfill both the Executive Presbyter and Stated Clerk functions, so the successful candidate will possess good organizational and administrative skills in addition to visionary leadership. The Personnel Committee of the Presbytery will have oversight of the incumbent's work, including work within the Presbytery and involvement in boards and committees of the wider denomination.

Duties will include:

1. Provide leadership in developing a vision and strategies for the future of the Presbytery
2. Fulfill all constitutional responsibilities of the chief administrative position in the Presbytery
3. Fill the administrative functions of the Stated Clerk
4. Liaise with neighboring presbyteries and Synod staff to explore potential future paths for the presbytery
5. Ensure that current programs and operations continue during the transitional period
6. Evaluate current programs and activities in the Presbytery for long-term value and practicability

This is a temporary position and will continue until the Presbytery has completed its transitional period and implemented a long-term strategy for viability. It is anticipated that the position will continue for approximately two to three years, but the length of the term may be adjusted up or down as needed.

Qualifications:

To be eligible for consideration for this position, a candidate must:

1. Be an ordained teaching or ruling elder with significant experience in the PC(USA);
2. Have excellent human relations and pastoral skills in working with pastors, and congregations of all sizes;
3. Have a good knowledge and understanding of the role of a presbytery in the PC(USA) structure;
4. Have administrative skills in areas such as: clerical administration, problem solving, conflict management, strategic planning, and financial management
5. Have excellent communication skills with both individuals and with groups;
6. Be innovative and creative to bring about and accept change and new ideas; be attentive and respectful when working with persons who have ideas different from their own;

The Presbyter will be expected to work approximately three-quarter time, with division of duties between the Clerk, Executive, and Visioning functions determined in consultation with the Personnel Committee. Salary will be \$40,000, with \$4000 reimbursable expenses and full board benefits.