

NORTH SHORE BAPTIST CHURCH
POSITION DESCRIPTION

Position Title: Interim Spanish Language Pastor

Reports to: Church Council

For cooperative and effective ministry and relationships, this position is accountable:

- To the Congregation through the Church Council
- With the Pastoral Team
- With the Pastoral Relations Committee

Basic Functions:

Responsible for providing leadership during the interim period for the Spanish Language Congregation, encouraging the development of community and spiritual growth within the Congregation and across all language groups.

This is a full time position: 12 units of 3-4 hours each, to average 42 hours per week, with at least 2 work units unscheduled and available for emergencies and the unplanned and 2 work units scheduled for in-office business hours.

This is an interim position; the pastor in this position will not be considered for the permanent pastor position.

Responsibilities:

1. Prepare the worship service in Spanish
 - a. Prepare and preach the sermon each week. If not to be present on a Sunday, arrange for someone to preach in their place.
 - b. Collaborate with Hispanic Worship Ministry, the worship leaders, and the musicians in the preparation of other worship elements.
 - c. Prepare the bulletin with up-to-date information, including relevant announcements.
2. Provide pastoral care for the Hispanic Congregation including, but not limited to:
 - a. Performing home and hospital visitations
 - b. Presiding over funerals and weddings as needed
 - c. Working with the Hispanic Deacons to develop programming and support the needs of the congregation.
3. Teach Sunday School; recruit teachers
4. Serve as pastoral resource to one or more of the ministries of NSBC
5. During the interim period, assist and support the congregation in
 - a. Assessing the church, looking at the past, present, and future
 - b. Consult with the Permanent Pastor search committee

6. Meet and work with other pastoral team members, including:
 - a. Assisting the annual budget process and promotion
 - b. Providing assessment of current ministries/activities
 - c. Suggesting ideas for developing new ministries/activities
 - d. Coordinating activities of the Church with the pastors and leaders
 - e. Providing editorial support and content for the newsletter (Steeple Stories), and other means of communication
 - f. Providing general supervision of support staff as appropriate
 - g. Other responsibilities as needed and as mutually agreed

Requirements:

1. Regular ordination
2. A master of divinity degree or equivalent from an accredited theological seminary
3. Bilingual and fluent in Spanish and English
4. Prior pastoral experience: experience or education in urban ministry with cross-cultural focus
5. Must be articulate in preaching and interpreting the faith; compassionate and nurturing in pastoral care
6. Ability to work well with others within a collegial or team ministry.
7. Ability to communicate effectively to a wide variety of individuals and groups
8. Ability to provide leadership and work well with diverse groups of all ages, cultural, economic, and ethnic backgrounds.
9. Flexible work schedule

Pastoral Team: English Language Pastor (Rev. Michael Ware)
Japanese Language Pastor (Rev. Yuki Scroggins)
Karen Language Pastor (Rev. Eh Plo Soe)
Spanish Language Pastor
Pastor of Discipleship (Rev. Kathryn Ray)

