

**Part Time Covenant Pastor Job Description  
Presbyterian Church of Burlington, NJ**

**The Presbyterian Church of Burlington is a small congregation that faithfully serves those in our community through our ministries: Acts of Compassion, Daily Bread Food Pantry, Community Garden, Weekly balance classes for Seniors, VBS, supporting Youth Group, Boy Scout Troop 764 and Sisters of Sobriety. We are a family committed to loving and serving God.**

**We are looking for a part time pastor to focus primarily on preaching, sacraments and the well-being of the congregation. A pastor who can guide us in our spiritual growth and lead us as a church unit, while our Session handles the inner workings and daily business of the church.**

**The part time pastor will fulfill the following specific responsibilities:**

- **Oversee the weekly worship experience, focusing principally on sermon preparation.**
- **Administer communion once a month.**
- **Additional services are required during Lent and Advent seasons.**
- **Moderate all Session and Congregational meetings.**
- **Be available in the office one day per week.**
- **Provide pastoral care for the congregation, including visits to shut-ins at home, in the hospital or in extended care facility.**
- **Attend fellowship events.**
- **Officiate at funeral services and weddings as needed, at additional remuneration.**
- **Maintain good working relations with Presbytery.**
- **Be supportive of Session, Deacons, UPW, Youth Group and other committees.**
- **Remain accountable to the Session and the Presbytery through the COM.**

**In support of our pastor, it is the promise of the congregation, leadership and staff to**

- **Pray for and support the pastor in his/her ministry**
- **Actively work to grow the congregation and participate in activities**
- **Participate in the leadership and administration of the church**
- **Actively engage in implementing new ideas and programs**
- **Support one another in our faith journey and in our roles in the church**

**The position will initially be for one year, serving approximately 22 hours per week, with a 30-day release clause and can be extended by mutual agreement.**

**Salary of \$27,164.00 Manse available if needed**

**Pension/Medical in accordance With Presbytery guidelines**

**Continuing Education \$750.00 Auto reimbursement \$3,000.00**

**Vacation: 1 month (4 or 5 Sundays)**

**Interested candidates are asked to send their resume and references to:  
burlpresby@gmail.com**