



# HICKORY HILLS

PRESBYTERIAN CHURCH

## **Interim Pastor — Job Description**

*revised 12.08.2025*

### Who We Are Seeking:

Hickory Hills Presbyterian Church (HHPC) is seeking a full-time Interim Pastor to start immediately. Willing to negotiate part-time, minimum twenty hours.

In addition to the typical pastoral duties of leading worship, providing pastoral care, moderating Session and functioning as head of staff, the Interim Pastor will guide Session and the congregation in the process of calling a new Installed Pastor.

### Who We Are:

HHPC is a 80-member congregation in the Chicago suburb of Hickory Hills, IL with an average worship attendance of approximately 30 participants (including virtual).

Our Mission Statement has long been "We are called to SEEK God's Word, to SHARE and CELEBRATE God's Love and to SERVE Jesus Christ in the world." Our motivational values are Multigenerational, Mission & Service and Relationships, which we achieve through a combination of tenacity, hard work & shared leadership, tradition and, of course, food.

Our members and congregation come from many different backgrounds and our theological climate is based on our many gifts and past experiences. We enjoy our meaningful worship, spiritual growth, having a sense of belonging and caring for our congregation and community. Although our current climate mainly consists of inside connections we seek outside interactions and outreach to the community.

We have many missions that we currently participate in including: a monthly community meal, a micro food pantry, support of the Jones Center in Chicago Heights, prayer shawl ministry, Feed my Starving Children and collection of pop tabs and bottle caps for missions.

Historically, we were active in missions locally (a homeless ministry), nationally (Kentucky) and internationally (Honduras & Guatemala). Though these missions are in our past, this desire to serve is core to our understanding of who we are, what we do and how we will serve in the future.

## **Interim Pastor — Job Description**

We are also looking for ways to engage within our immediate community and better utilize our building to serve our community. Throughout the year, we host programs such as Vacation Bible School, Trunk or Treat, Wednesday Lenten Suppers and Christmas Tea.

We are in deep gratitude to our most recently installed pastor, who walked alongside and guided us for more than six years through June 2025. She did tremendous work in helping us understand who we have been, who we are and who we aspire to be, resulting in a focus of her doctoral dissertation “Joy in the Mourning: Thriving in a Ministry of Loss.” We believe that this work has positioned us well for calling our next installed pastor, a process we are ready to begin.

### Who You Are:

The ideal candidate as our Interim Pastor:

- is able to contribute positively to the sense of community in our church.
- is ready to guide Session and the congregation in the process of calling our next installed pastor.
- will aid in our celebration of our strengths and exploration of our calling in the future.
- has formal interim ministry training.

### Roles and Responsibilities:

Our Interim Pastor will lead us into our future by fostering a healthy and nurturing congregational environment that promotes growth, faithful witness to the gospel by giving a good demonstration of God's grace, mercy and peace to the community.

It is necessary for our Interim Pastor to plan and lead worship services. They will tend to the spiritual needs of our congregation and they will encourage and support Christian education for all members.

Duties of our Interim Pastor include possibly conducting weddings, funerals, pastoral care to shut-ins and infirmed and other services as agreed upon by the Pastor and Session. They have the ability to administer, support and build the church's programs by leading, directing and supervising four part-time staff members in coordination with elders and committee chairs. They actively communicate, lead and provide guidance to the congregation, Session & committees, and the Board of Deacons.

Our interim pastor will guide us in the calling of our next installed pastor by guiding the congregation in the search process alongside Session and with support by the Commission on Ministry.