

Position Description: General Presbyter of the Presbytery of Tampa Bay

Purpose

The General Presbyter will serve as Head of Staff for the Presbytery of Tampa Bay, with responsibility to administer all operational functions of the Presbytery and acting as its leader, exhibiting a pastoral and compassionate presence, encouraging, supporting, and celebrating the wide range of ministry and mission within our bounds.

This position will work with the Presbytery on fulfilling its responsibilities for mission, by:

- Striving to align the work of the Presbytery with initiatives of the General Assembly as approved by the Coordinating Team.
- Maintaining fruitful relationships and facilitating a sense of the health, changing needs, challenges, and successes of our congregations and ministries.
- Fostering a sense of trust, inclusion, and connection with and between our congregations and minister members, encouraging diversity of leadership.
- Working in collegial partnership with members of the Presbytery staff; consulting and coaching, workload assignments and balancing.
- Managing the business and operational processes of the Presbytery.
- Facilitating the Presbytery exploration of mission development with innovative approaches to ministry.
- Motivating, challenging, and energizing the Presbytery to realize its kingdom potential.

Relationships

The General Presbyter will be accountable to the Presbytery through its Coordinating Team. They will:

- serve as Presbytery staff for standing Commissions on Ministry and Preparation for Ministry, Committee on Nominations and Representation, and the Board of Trustees. Serve as staff for the Commission on Church Vitality, as needed.
- serve as Presbytery resource staff for special task forces and Administrative Commissions as appointed by the Moderator or elected by the Presbytery.
- coordinate with the Presbytery Coordinating Team to adjust the scope of this position when the ministry of the Gospel demands it.
- serve as a member of the Presbytery Coordinating Team with voice and no vote.
- serve as Presbytery staff for Annual Consultations with our covenant partners Beth-El Farm Worker Ministry, Cedarkirk Camp and Conference Center, and Florida Presbyterian Disaster Assistance Network. Promote Presbytery and congregational relationships with these covenant partners.
- develop meaningful inter-faith and ecumenical network connections in service to the furthering of the kingdom of God. This includes, but is not limited to, participation in the

Florida Council of Churches, Pastors for Florida Children, locally based DART organizations, emergency management, and long-term disaster recovery programs.

- Participate in Florida Executive Staff, Synod of South Atlantic, Association of Mid-Council Leaders gatherings
- Serve as appointed or elected to special committees of the General Assembly

Resources

The presbytery will provide access to a computer system and phone.

Participation in conferences deemed pertinent to the position will also be supported by the Presbytery, along with access to knowledge bases and resources relevant to the role. Annual dues membership in the Association of Mid-Council Leaders Group and attendance at its annual conference; full participation in the three-year Presbytery Leader Formation program, including a residency week each year; annual participation in conferences sponsored by the Office of General Assembly, Presbyterian Mission Agency, and/or Board of Pensions; and all other conferences as deemed pertinent and relevant to the role will be supported.

Essential Skills, Gifts, and Experiences

- Strong understanding and articulation of Reformed Theology. Creates space for a range of theological understanding. Exhibits curiosity about and respect for other faith traditions while maintaining clarity and support of our Presbyterian reformed tradition.
- Ability to develop interpersonal relationships cross-culturally and intercultural. Exhibit intercultural humility and predisposition to consider others' interests.
- Must be a member in good standing of the Presbyterian Church (USA) and either a Ruling Elder or Teaching Elder (Minister of the Word and Sacrament)
- Basic knowledge of denominational structures and resources
- Demonstrated ability and willingness to listen and assess situations and use adaptive approaches to opportunity management and problem solving. Can articulate a theology and sociological theory of the value of change, the challenges involved, and the roles that ministers play. Has a model of preparation for ministry that anticipates skills needed in the coming generation.
- Demonstrated ability to assist in mediating disputes, application of family systems theory, appreciative inquiry, and conflict resolution approaches leading to transformed relationships. Relationship transformation- has a model for helping pastors in conflict with leadership or congregation.
- Exhibit tenacity, grace, and flexibility when faced with unanticipated or complex challenges. Non-anxious presence in times of grief, stress and conflict. Compassion compels the individual to be proactive in dealing with covered wounds or unrecognized problems.
- Create scenarios and contingency plans for options or alternative approaches.

- Self-differentiated person who can navigate ambiguous or unclear territory with grace and agility. Demonstrated ego-strength as evidenced by a history of effective partnership and delegation in difficult relationship.
- Observes healthy boundaries, spiritual practices, and self-care.
- Punctual, reliable, well organized, an effective communicator, flexible as the workload and location may vary from week to week.
- Proficient with word processing, program management.
- Supervisory skills of evaluation, motivation, and delegation.
- Triage skills

Compensation and Call

This position will meet or exceed the Presbytery minimum compensation and benefits for a full-time call. This position is expected to be for a 5-year term and may be extended for consecutive terms, by approval of the Presbytery.