

Pittsburgh Presbytery
Non-Installed Ministry Posting

The Non-Installed Ministry Posting is required for us by the Commission on Ministry for use when congregations are searching for Covenant, Interim, and Temporary Pastoral Positions

Ministry Information

Ministry Name	Sampson's Mills
Mailing Address	1665 Lincoln Way
City, State, and Zip	White Oak, PA 15642
Website	Sampsonsmills.org
Average Worship Attendance	90
Church School Attendance	Midweek and Sunday - 40
Curriculum	GenOn, Self-Developed, Spark Rotation, Illustrated Ministry, Various Book Studies

Ethnic Composition of the Congregation *(Enter the percentage of each racial ethnic component of your congregation in whole %):*

Prefer not to answer	
Asian/Pacific Islander/South Asian	
Black/African American/African	1
Hispanic/Latinx	
Native American/Alaska Native/Indigenous	
Middle Eastern/North African	
White	97
Multiracial	2

Community Type <i>(Pick One)</i>	College	Rural	Suburban
	Small City	Town	Urban X
	Village	Recreation	Retirement
	N/A		

Position Information:

Position Type <i>(Choose One)</i>	Covenant Pastor Interim Pastor X Temporary Pastor
Position Title <i>(Examples: Solo Pastor, Associate Pastor, Interim Pastor, etc.)</i>	Interim Pastor
Experience Required <i>(Select One)</i>	No Experience/First Ordained Call Up to 2 Years X 2-5 Years 5-10 Years More than 10 Years
Position Tier/Hours <i>(Choose One)</i>	Tier 1 (Full-Time) Tier 2 (32-36 Hrs/week) Tier 3 (24-27 Hrs/week) Tier 3B (20-22 Hrs/week) X Tier 4 (16-18 Hrs/week) Tier 5 (10-12 Hrs/week)
Interim/Transitional Ministry Training Required?	Yes No X
Is this a shared ministry position? If so, please list the congregations	
Language Requirements	English X Spanish Korean Other:
Statement of Faith Required?	Yes X No
Are you Open to a Clergy Couple?	Yes No X
Application Deadline (if applicable)	

Competencies/Skills (Please identify and describe at least five but no more than seven competencies that are important to fulfill the responsibilities of this position. You are encouraged to use the sample competencies listed in Appendix A of this document)

Competency/Skill	Definition
Good Listener	Demonstrates empathy and can make people feel heard and understood
Good Communicator	Understands the congregation, tells the truth in love and speaks clearly as to be understood
Organization Manager	Effectively communicates goals and expectations, delegates responsibilities, excels at planning and prioritizing
Self-Aware	Honest, high integrity and authentic. Understands both their strengths and weaknesses
Socially Aware	Values diversity, can relate with folks from different points of view, ensures everyone is welcomed
Adaptable	Thrives in challenges, leans into vulnerability, asks for help, seeks others' wisdom

Narrative Questions (Please keep your responses to the following questions to 1500 characters, counting spaces or less)

<p>What is your congregation’s or organization’s Mission/Vision Statement?</p> <p><i>Sampson’s Mills embraces our call to love and serve Jesus Christ, as we cultivate community and empower our neighbors</i></p>
<p>Tasks, expectations, duties, supervision, assignments, and responsibilities for the position (Please see Appendix B for sample lists)</p> <ul style="list-style-type: none"> • Moderate Session and Congregational Meetings • Plan, lead and preach at regular and special worship services in conjunction with the Director of Worship and the Worship Ministry Team • Officiate sacraments, weddings and funerals • Assist the congregation in the interim tasks of: <ul style="list-style-type: none"> • Celebrating the Congregation’s 125th Anniversary in 2025 • Leading the congregation through a time of reflection and evaluation • Maintaining connection with the presbytery • Helping the congregation become more intentional in being a Matthew 25 congregation as it relates to our current vision. • providing for smooth transition, consistent congregational leadership • preparing the congregation to welcome a new pastor • Encourage the congregation and provide pastoral care when needed • Provide administrative leadership, particularly resourcing Stewardship and Finance, Personnel and the Deacons • Serve as Head of Staff, supporting and supervising the work of a part-time Director of Worship and Faith Formation and Office Manager/Communications Director
<p>How would you describe the congregation’s/organization’s specific vision for ministry? How will this vision impact the community? Is the congregation part of a ministry vision or program?</p> <p>Sampson’s Mills recently became a Matthew 25 congregation because we believed that our vision aligns with its aims to address poverty, racism and to encourage congregational vitality. In 2025 Sampson’s Mills will also be celebrating its 125th Anniversary. We imagine the interim pastor will help us live into both – becoming a more intentional Matthew 25 church and giving thanks for our past ministry and mission as we celebrate a milestone anniversary.</p> <p>Sampson’s Mills is deeply committed to the greater McKeesport area through cultivating partnerships with other churches and by collaborating with the school systems and local municipalities. The community depends upon Sampson’s Mills as a trusted partner and resource for our neighbors for food, recovery, connection and assistance.</p> <p>Sampson’s Mills is committed to being an accepting and affirming place for a diverse membership across a wide theological and ideological spectrum. Many members have found SMPC to be a brave space that welcomes people as they are, their faithful expressions, and all their doubts and curiosities. We take seriously our call to cultivate a community where everyone belongs and where everyone can use and share their gifts for the work of God’s kingdom in the world.</p>

COMPENSATION AND HOUSING:

Minimum Effective Salary	\$31,000-40,000 (half of Pastor Jessica's effective salary is 30,280, which includes housing, salary and SECA)
Housing Type <i>(Select One)</i>	Housing Allowance X Manse Open to Either N/A
Benefits <i>For Tiers 1, 2 and 3 select "full".</i> <i>For tier 3b, select partial</i> <i>For tiers 4-5, select none</i>	Full (Pastor's Participation or Minister's Choice) Partial (Minister's Choice) X None

REFERENCES (2 Required)

Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Reference Name:	Rev. Michael Stanton
E-mail	mstanton471@gmail.com
Phone	412-400-7253
Relation	Neighboring Pastor at McKeesport Presbyterian Church

Reference Name:	Rev. William Meekins
E-mail	wbmeekinsj@aol.com
Phone	412-683-0123
Relation	Former Pastor at McKeesport Shared Ministry (UMC)

To apply, please submit your PDP ([Personal Discernment Profile](#)) via e-mail to

Name:	John Williamson
E-mail:	Williamsonjj.jw@gmail.com
Phone:	412-334-1205
Role:	Chair, Personnel

Commission on Ministry Contact:

Name:	Rev. Becky Branch-Trevathan and Rev. Ben Schneider
E-mail	bbranch.trevathan@gmail.com / benschneid@gmail.com
Phone	412-264-7400 / 412-384-4360

Presbytery Staff Contact:

Name:	Rev. Ralph Lowe
E-mail	rlowe@pghpresbytery.org
Phone	412-323-1403

Appendix A: Competencies

<p>Good Listener: Expresses concentration in a conversation by being attentive, making good eye contact and not interrupting other, showing interest and showing empathy for what is being said.</p>
<p>Good Communicator: Analyzes their audience before talking to them, adjusting to different circumstances and audiences, so to make each individual feel as they are speaking to them.</p>
<p>Leads Change: Can communicate the observations they make when identifying weaknesses within ministry, themselves or the community in a wise and discerning way, explaining their vision and responding why and what kind of change is required.</p>
<p>Values Tradition: Embraces the humanity and Christian principles from the values, stories and objectives passed through generations, using Reformed Theology as their root of principles and vision, using traditions in worship or ministry as a means of comfort and belonging.</p>
<p>Mentoring: Takes time to examine the task, needs and capabilities of the situation and people, choosing the best way to respond to each one by assessing their approach to lead a team, and shares their plans with the members of the team.</p>
<p>Problem Solver: Self motivated individual that takes the initiative to start and finish a task given, while working towards a goal, so they can enjoy the rewards of solving a problem.</p>
<p>Learner: Values their experience in life, they continue their education, builds on strengths and seeks assistance to develop the weak traits.</p>
<p>Teacher: Creates learning opportunities for active participants and as a collaborative way, by designing lesson plans that teach concepts, facts and theology.</p>
<p>Adaptable: Thrives in challenges with humility and vulnerability, recognizing that asking for help makes them better at their job and surrounding themselves with people that can be smarter at different things.</p>
<p>Empathetic: Contributes intentionally to the happiness and wellbeing of others, by having genuine interest in seeing others thrive, providing honest and genuine feedback and acknowledging relationships.</p>
<p>Self-Aware: Recognizes how their emotions affect their performance, their inner resources, abilities and limits, and are honest in their positive and negative biases, and own strengths and weaknesses.</p>
<p>Socially Aware: Sees the differences in society as values for ministry and recognizes the strengths and weaknesses in each by studying, talking and involving themselves in the discussion of issues.</p>
<p>Organizational Manager: Communicates goals and expectations clearly, delegating onto others certain tasks they acknowledge to have a better result and is able to plan, prioritizing and studying the capabilities of the organization financially or in human resource</p>
<p>Visionary: Defines roles clearly in an interdependent environment forming trust form others in their future planning, goal setting/defining and finds the means along the way to produce a vision with creative work and play.</p>
<p> </p>

Appendix B: Sample lists of responsibilities for a Pastoral Position

*(These samples are provided by the Commission on Ministry. In consultation with your COM Representatives and Presbytery Staff, you're encouraged you adjust these lists to match your specific mission and ministry needs. As a general rule, these sample descriptions are meant for Solo or Pastor/Head of Staff Positions. **Items shown in bold** are required tasks for all full-time and part-time Pastors)*

Covenant Pastor:

- 1. Serve as Moderator of the Session, upon approval by Presbytery**
- 2. Provide for worship and pastoral leadership**
- 3. Lead services of worship, including Communion, Baptism, marriage and funerals**
- 4. Pray for the congregation**
- 5. In partnership with the Session, the Covenant Pastor shall engage in the work of discerning and casting vision for the congregation's ministry.**
- 6. Serve as Head of Staff**
7. Perform administrative duties, **work with the other church staff guided by their job descriptions and/or personnel manual**, assist in congregational communication through publications and through personal contact
8. Provide leadership support for the committees of the Session
9. Be available as a resource person for: *(the church school, youth organizations and other church groups may be specifically named here)*
10. Lead the congregation in reaching out into the community and in performing its ministry of healing and reconciliation
11. Call on the sick and home bound
12. Provide leadership to the Board of Deacons and Trustees and/or other organizations in the church (such as Nursery or Day Care of the church, etc.) Specific organizations may be named here

Interim Pastor:

- 1. Serve as moderator of the session and congregation, upon appointment by the presbytery**
- 2. Lead worship and preach at regular and special worship services, providing for substitute preachers when necessary**
- 3. Officiate at sacraments, weddings, and funerals**
- 4. Assist the congregation in the interim tasks of:**
 - **celebrating the church's history**
 - **strengthening and continuing ties with presbytery, synod and GA**
 - **leading the church to a renewed vision for their future**
 - **providing for smooth transition of congregational leadership**
 - **preparing for the welcoming of the new pastor**
- 5. Pray for the congregation**
- 6. Serve as head of staff**
7. Provide administrative leadership
8. Be available as a resource person for: *(the church school, youth organizations and other church groups may be specifically named here)*

9. Lead the congregation in reaching out into the community and in performing its ministry of healing and reconciliation
10. Call on the sick and home bound
11. Provide leadership to the boards of deacons and trustees and/or other organizations in the church (such as preschool or day care of the church, etc.)

Temporary Pastor

1. **Serve as Moderator of the Session, upon approval by Presbytery**
2. **Provide for worship and pastoral leadership**
3. **Lead services of worship, including Communion, Baptism, marriage and funerals**
4. **Pray for the congregation**
5. Perform administrative duties, **work with the other church staff guided by their job descriptions and/or personnel manual**, assist in congregational communication through publications and through personal contact
6. Assist the congregation in the tasks of (*describe the main goals for the congregation at this time*)
7. Provide leadership support for the committees of the Session
8. Be available as a resource person for: (*the church school, youth organizations and other church groups may be specifically named here*)
9. Lead the congregation in reaching out into the community and in performing its ministry of healing and reconciliation
10. Call on the sick and home bound
11. Provide leadership to the Board of Deacons and Trustees and/or other organizations in the church (such as Nursery or Day Care of the church, etc.) Specific organizations may be named here