

Westover Baptist Church
Intentional Interim Pastor
Overview

Westover Baptist Church has been serving the Westover neighborhood and the greater Arlington community for 85 years. The church was founded in July 1940 by a group from what is now known as Clarendon Community Church who felt called to establish a Baptist congregation in the western edge of the county. After World War II, Arlington County rapidly grew and expanded. As the County grew, so did the congregation and the campus. In the early 1960s, church membership peaked at nearly 2,000. Over the next six decades, membership and attendance steadily declined due to both external and internal factors. Currently, worship attendance is an average of 20 each week. The congregation is warm and welcoming. It is diverse in age, ethnic background, and religious background.

In 2022, the congregation chose to move from the main Sanctuary on the campus back to the original Sanctuary, now known as Perry Mitchell Chapel, where the congregation worshipped from 1941 to 1958. In October 2024, the congregation's pastor for the past ten years retired.

Church leadership is choosing to enter an intentional interim period between pastors. It seeks to better position the church and congregation for continued ministry and mission through strategic evaluation and development of the church, its structure and ministries.

The congregation seeks an Intentional Interim Pastor to provide leadership for approximately 12 to 18 months in both worship and Bible study as well as congregational care to promote and support the on-going ministries of the church. Additionally, the successful candidate will lead the leadership and congregation in a strategic evaluation that will result in a plan to better position the church for future ministry and growth.

Westover Baptist Church
Position Description

Position: Intentional Interim Pastor
Status: Part-time (20 hours per week), salaried, exempt
Supervisor: Deacon

Summary:

The Intentional Interim Pastor is a temporary, part-time position to provide leadership to Westover Baptist Church during a pastoral vacancy. He or she is primarily responsible for worship & Bible study leadership, congregational care, and strategic leadership. The successful candidate may or may not be eligible for consideration as the permanent Lead Pastor.

Qualifications:

Employee must be able to perform each essential function/task satisfactorily. These requirements listed are representative of the knowledge, skills, and/or abilities the position requires.

- Eligible to work legally in the United States
- Able to pass a criminal background check
- Exhibits a personal and growing relationship with God
- Ability to communicate in English in written and oral form
- A degree and/or background in a related ministry field
- Licensed or eligible to be licensed as a minister in Virginia
- Specific skills related to strategic planning and development
- Good organizational, communication, and teaching skills, as well as the ability to communicate through social media and other digital technology
- Ability to work cooperatively with a diverse group of individuals, accept supervision and objective criticism, multitask, and work without constant supervision

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. While performing the duties of this job, the employee is required to:

- Walk, sit, stand, stoop, kneel or crouch for extended periods
- Use hands and fingers to handle and feel objects, tool, and controls
- Reach with hands and arms
- Occasionally lift and/or move objects weighing up to 20 pounds
- Have close, distance, and peripheral vision and the ability to adjust focus
- Communicate by voice

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Essential Functions:

Worship/Bible Study Leadership:

- Plan, research, prepare and deliver theologically sound engaging, and life-applicable sermons during Sunday morning and special worship services in consideration of the church theme or other thematic subjects
- Work with the music ministry staff to plan, prepare, and execute worship services
- Preside over communion and baptism services
- Encourage congregation in their individual discipleship and prayer life
- Provide supervision and direction to the Adult Bible Study ministry
- Provide supervision and direction to the Children's Church and ministry

Congregational Care:

- Be available to provide pastoral care and counseling to individual members of the congregation
- In conjunction with the Deacon, maintain contact with individual members of the congregation after absence from worship
- Make pastoral visits at home, the hospital, or care facilities
- Conduct weddings, funerals, and child dedications as requested or needed

Strategic Leadership:

- Provide leadership to the congregation and work in partnership with the Church Council to:
 - Articulate, define, and communicate its Articles of Faith
 - Develop a mission and vision for the church and its ministry
 - Identify and develop key areas of ministry and outreach
 - Evaluate denominational associations and relationships
 - Examine, evaluate, and modify worship services to better position the church for growth
 - Develop other strategies that support and position the church for continued growth and ministry for the foreseeable future

General:

- Be available to meet with congregants in the office as needed
- Participate in Church Council meetings
- Participate as needed in Staff meetings, Trustee meetings, and other team and task force meetings
- Meet with the Deacon on a scheduled basis to discuss the church, congregation, and progress of the interim period goals
- Work in collaboration with the Administrator and Preschool Director to promote the overall smooth operation of the church
- Meet with the Deacon and Church Council quarterly to evaluate performance and develop action plans for the next quarter

Work is subject to review by supervisor or designated individual