

GRAND VIEW U.P. CHURCH
301 Grandview Avenue, Pittsburgh PA 15211

JOB DESCRIPTION - PART-TIME MINISTER POSITION

Conduct Worship Services, including Communion, Baptisms,
Marriages and Funerals

Those worship services scheduled:

Sundays: 11:00 a.m.; 10:00 summer

Evenings: Christmas Eve and Maundy Thursday . 7:30 p.m.
(Previously) Easter "Sunrise" - 7:30 a.m.

Participate in Sunday School, (None in summer) *Currently there is only an adult class, men and women.* Pastor's teaching here is optional. (But teaching Communicants' Class, if there were youths, would be the Pastor's responsibility.) *9:45 a.m. Fall, Winter, Spring.*

Moderate Session meetings - *possibly at 1 pm Sundays, monthly*

With no church secretary, in order to have a Sunday bulletin, the Pastor needs to type up the bulletin. Copies can then be made at church prior to the service, (A docket for the Session meeting would likewise need to be prepared by the Pastor.) #

Other Needs

Provide leadership and guidance

Pastoral Ministry

Visits/contacts to members, to visitors and to prospective members;
Visits to hospitalized or homebound members; Serving communion.
Conducting member's funerals; visiting the bereaved.
Meeting with parents concerning their child's baptism or other matters;
Counseling members planning weddings; the weddings
Community outreach; other church outreach;
Youth; young adult; music; etc.

\$200 per week

Grand View has a good number of non-member weddings that the Pastor might be asked to officiate. This is extra income. Non-church-member weddings, manse rentals and rummage sales contribute to our financial health.

The organist and pastor are paid. There has not been a paid custodian for about a dozen years.