

Position Description
Interim Conference Minister
Southeast Conference, United Church of Christ

The Interim Conference Minister of the Southeast Conference United Church of Christ is called to be the spiritual and administrative leader of the Conference. We seek a minister who will help us carry the Conference forward during the search for a Designated Conference Minister. There are a number of transitions in progress within the Conference, and we seek an Interim who can guide both the staff and the volunteer leadership through the interim period.

The major transitions that are under way are:

- The Pathways ministry is the third generation of a program that began as Theology Among the People. In the midst of a transition to a largely online program and an evolving response to the Ministry Issues Pronouncement of GS XXV, the program leader resigned to accept a position in the national setting. The current leader of the program needs continuing guidance and support in development of the program, marketing, and financial management.
- New church starts and newly affiliating congregations. In the past 3 years, 3 congregations have affiliated with the UCC and there are 3 new church starts called by the Conference. These congregations and their pastors need support in their development and transition.
- Commission on Ministry. As of 2012, the Conference is authorized by the associations to act in areas of ministerial authorization and licensure. A Commission on Ministry has been created and will be codified in the Bylaws of the Conference at its annual meeting in June. The COM is an all-volunteer operation that is still in development. There is a need for significant support and leadership from the Conference Minister.
- Association transitions. Of the 4 associations of the SEC, one has not yet met for 7 years, one has largely ceased to function as most of its churches left the UCC, one is expected to approve dissolution in June, and one may consider a similar transition. Such changes are accompanied by grief and uncertainty.
- Regional cooperation with the Southern, Florida, and South Central conferences. SEC leaders have been engaged in discussion with leaders of Southern, South Central, and Florida about regional cooperation. While these discussions are expected to continue for several years, some steps are being implemented now, including development of a regional communication plan. The Conference will call a Designated CM with a stated goal of furthering regional cooperation and developing new ways of being the UCC in the South. The Interim CM will need to support the process and further the dialogue with members of the conference.

Meanwhile, the Conference continues to function as a conference of the United Church of Christ, serving local congregations and providing administrative operations.

Working with the Conference Board, Staff, Clergy, and Lay Leaders, the Interim Conference Minister will...

- Assist, equip and train clergy and lay leaders as they intentionally prepare and lead vital congregations.

- Oversee the search and call process of congregations searching for new ministers.
- Provide support to the Commission on Ministry as it equips and authorizes new candidates for ministry.
- Act as a resource to the Commission on Ministry on matters of ministerial discipline.
- Serve as the administrator of the Conference. This includes supervising the Conference staff, as well as managing & strengthening the finances and financial assets of the Conference.
- Represent the Conference in Local, Regional and National Settings.
- Communicate with the member congregations of the conference

Accountability: The Interim Conference Minister will be accountable to the Conference Board of Directors.

Required Qualifications:

- Be an ordained minister with current standing in the UCC.
- Have experience in a conference staff position or in another ministerial position involving administration and supervision.

Preferred Characteristics:

- A willingness to work with, and to delight in, our diverse congregations.
- A passion for the development of effective leaders.
- A belief in the transformational power of the Gospel that results in a vision of new possibilities for the local and wider church.
- An ability to work in situations of conflict and bring conflict to constructive resolution.
- A knack for communicating effectively.
- A working comfort level and willingness to embrace new technologies that help connect people.
- An appreciation for indirect success.

Employment:

The person called as the Interim Conference Minister will serve an indefinite term, approximately until the arrival of a Designated Conference Minister. The term is expected to conclude in January or February of 2014.

Compensation and Benefits: The 2010 salary is \$xx,xxx (which includes housing allowance), plus pension plan contribution of 14% of salary basis, disability insurance, group life insurance, health and dental insurance, reimbursement for job related expenses, and four weeks of vacation per calendar year.