

**First Congregational Church
Appleton, Wisconsin
Job Description**

Job Title: Interim Senior Pastor

Reports To: Church Council

Prepared By: Human Resources Committee

Effective Date: July 1, 2022

Hours: Full time position (40 - 50 hours per week); hours vary seasonally with program year, some nights and weekends.

Summary: The Interim Senior Pastor of First Congregational UCC conducts religious worship while performing other spiritual functions associated with beliefs and practices of the United Church of Christ. Additionally, the Interim Senior Pastor, in collaboration with pastoral staff, will provide spiritual and moral guidance and assistance to members. This position serves as Head of Staff providing oversight, direction, and management to its employees. First Congregational is in a time of transition and will need guidance in discerning future staffing models.

Essential Duties and Responsibilities: include, but not limited to the following:

- Lead congregation in worship services, preaching 2 or 3 times per month.
 - Conduct weddings, funerals, and special services.
 - Share in the sacraments of baptism and communion.
- Participate in facilitating a renewed vision of First Congregational Church UCC.
- Participate in the pastoral care of the congregation.
- Inspire and encourage the congregation in this time of transition through various communications.
- Serve as the primary staff representative to the Church Council.
- Serve as the primary ordained staff representative to the Finance and Stewardship committees and Human Resources.
- Serve as the primary ordained staff contact for the Church Endowment Trust.
- Serve as the primary ordained congregational liaison to the United Church of Christ.

Supervisory Responsibilities: include, but are not limited to, the following:

- Directly manage two ordained staff members and two non-ordained staff who supervise a total of approximately 20 employees. See attached organizational chart.
- Carry out supervisory responsibilities in accordance with the organization's policies and applicable laws.

Qualifications:

- The candidate must have a minimum of a Master of Divinity (M.Div.) degree and be an authorized minister in good standing in the United Church of Christ. D-Min training or equivalent preferred.
- The ideal candidate will have:
 - minimum of five years pastoral experience as lead supervisor of a multi-staffed programmatic church supervising one or more pastoral positions.
 - Will preferably have some interim pastoral experience.
- Proficiency in Microsoft Office and ability to learn other applicable computer programs and office equipment.
- Must exhibit a faith and possess values supportive of the United Church of Christ and First Congregational UCC.
- Strong interpersonal, time-management and delegation skills.
- Displays sound judgment, a positive attitude and professional conduct, including the ability to maintain confidentiality.
- Valid driver license: background check required.

Compensation:

- Salary, housing allowance and benefits per Conference guidelines.

Thriving congregational church in a picturesque Midwest small city is looking for an interim Senior Pastor to assist us in transitioning from the retirement of our long-term Senior Pastor through the search, calling and installation of our new faith leader.

First Congregational United Church of Christ in Appleton, WI is a strong and dynamic, open-hearted, and open-minded, Christ-centered fellowship with the largest congregation of this denomination in Wisconsin. This candidate should be positive, upbeat, and open to discussion, learning and exchange as opposed to doctrine. We are fiercely open and inclusive, with an active membership and lay leaders that support our ministry within our congregation, our community, and our outreach efforts nationally and internationally.

It will be essential for this interim leader to successfully collaborate with our other two very gifted pastors to support the congregation's determination to recognize the changing environment we find ourselves in and successfully adapt and continue to present our message of "No matter who you are or where you are on life's journey, you are welcome here." It will be expected that this interim senior pastor engages with and lead our seasoned administrative staff in the continued attainment of our established goals and objectives.

Our church's mission statement is a good summary of our activities and commitments as a congregation: "Celebrating the blessing of God's love, sharing the Good News of Jesus Christ, and trusting the guidance of the Holy Spirit, we strive to grow as disciples in Christian Faith and service - building a world fit for all God's children."

Worship is the beating heart of this church, and this congregation makes significant efforts to keep worship vital, relevant, moving, multi-generational and meaningful. We look forward to sermons that challenge us to learn in our faith and apply that learning to our lives and in our community. There is an equally vigorous commitment to Christian education and spiritual development, offering a wide array of opportunities from theological book study groups to Yoga classes, Bible studies, support and fellowship groups, meditation and centering sessions, and retreat weekends.

Come to Appleton and see how our vibrant congregation matches our stellar education, sports, the arts, with facilities and activities designed for all seasons in a region that is both welcoming and affordable.

Membership

Year	Prev Membership	Confirm	Confess	Reaffirm	Transfer	Total Additions	Death	Transfer Out	Other Out	Total Losses	Adjustments	Total Membership	Children Baptized	Adults Baptized
2020		23	0	4	20	47	16	0	7	23		1492	10	0
2019	1442	12	10	17	24	63	17	0	20	37		1468	23	2
2018	1407	20	4	9	24	57	18	4	0	22		1442	8	0
2017	1404	15	1	9	11	36	9	2	22	33		1407	36	4
2016	1366	16	6	28	12	62	21	0	3	24		1404	22	1
2015	1345	16	3	20	14	53	15	17	0	32		1366	29	1
2014	1723	23	7	30	9	69	19	1	427	447	0	1345	31	0
2013	1667	24	0	34	16	74	13	1	4	18	0	1723	0	0
2012	1667	0	0	0	0	0	0	0	0	0		1667	0	0
2011	1637	18	0	28	19	65	19	11	5	35	0	1667	0	2
2010	1606	27	10	11	11	59	17	0	11	28	0	1637	19	2
2009	1578	19	2	37	18	76	10	1	37	48		1606	21	3

Attendance

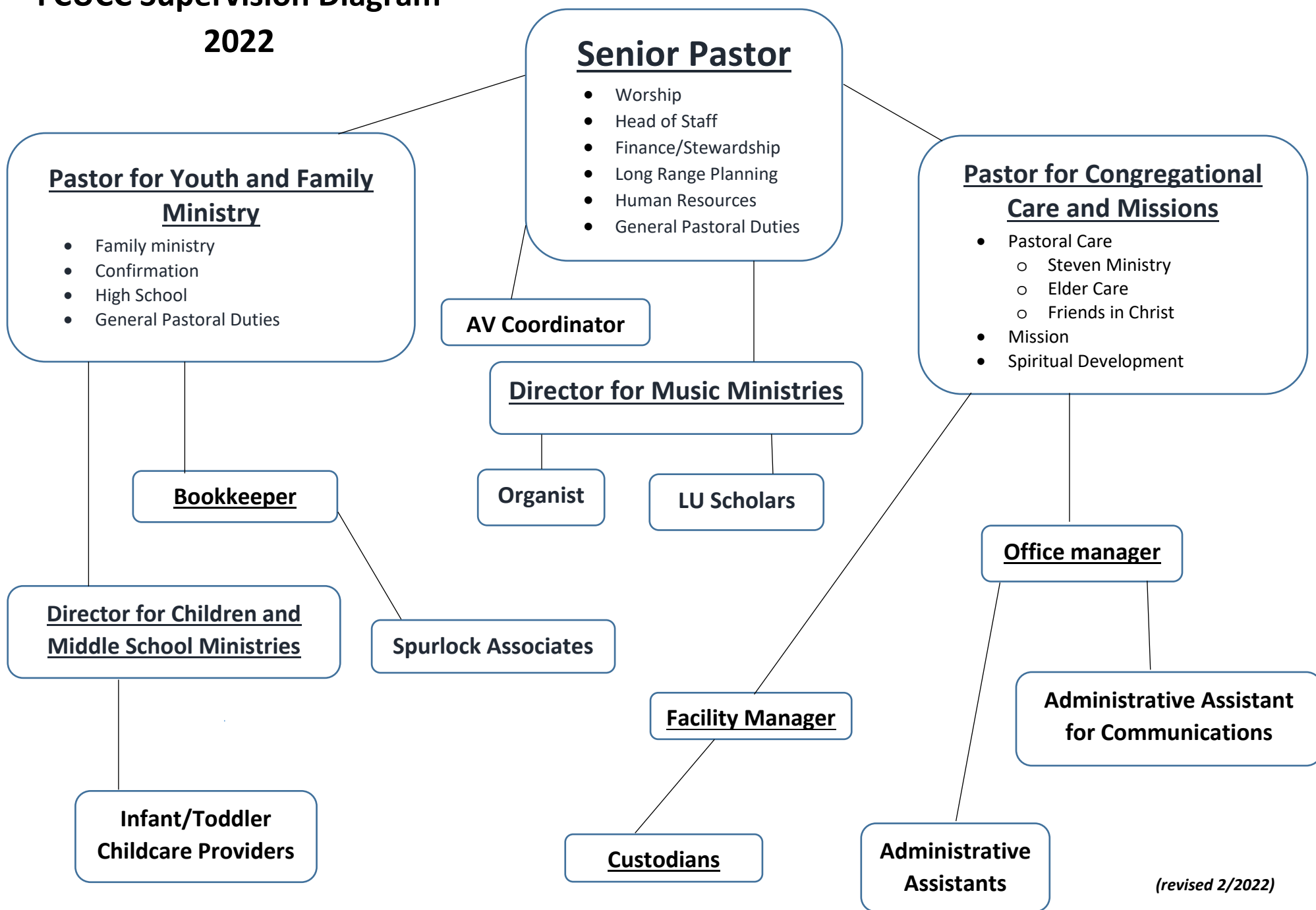
Year	Average Attendance	Youth Enrollment in Education	Adult Enrollment in Education	Total Active Participants	Youth Attendance in Education	Adult Attendance in Education	Total Average Participants	Jr High Participants in Youth Programming	Sr High Participants in Youth Programming
2020	312	98	66	164	47	48	95	26	33
2019	390	182	177	359	67	72	139	41	30
2018	377	237	216	453	116	127	243	41	55
2017	372	260	95	355	121	31	152	33	35
2016	358	298	126	424	114	45	159	36	40
2015	346	337	138	475	121	19	140	51	82
2014	399	309	189	498	140	31	171	45	74
2013	422	369	165	534	0	0	0	47	85
2012	421	447	40	487			0		
2011	421	447	40	487			0		
2010	421	447	40	487	120	25	145	45	60
2009	414	428	30	458	117	30	147		

Financial

Year	Total Income	Total Pledges	Direct Giving	Other Giving	Capital Payments	Operating Expenses	Bequests	Deferments	Endowments	Basic Support	Special Giving Conferen
2020	\$1,346,023	\$1,139,936		\$49,745	\$0	\$1,110,431			\$6,212,651	\$85,000	\$0
2019	\$1,284,643	\$1,076,905				\$1,121,798			\$6,303,073	\$85,000	\$0
2018	\$1,272,822	\$1,084,391		\$29,919		\$1,121,798			\$6,025,676	\$85,000	\$0
2017	\$1,313,805	\$1,060,025		\$28,829		\$1,111,114			\$5,667,014	\$85,000	\$0
2016	\$1,150,233	\$1,006,900				\$1,145,441			\$5,400,000	\$82,500	\$4,949
2015	\$1,111,860	\$964,762				\$1,108,450			\$5,111,671	\$80,000	\$2,909
2014	\$1,129,717	\$970,120	\$104,650	\$32,758		\$871,916		\$40,417	\$5,000,000	\$80,200	\$4,444
2013	\$114,158,177	\$903,623	\$0	\$58,324		\$1,068,055	\$0	\$45,000	\$5,000,000	\$80,010	\$7,231
2012						\$1,121,900				\$80,000	\$5,222
2011						\$1,121,900				\$90,000	\$8,786
2010	\$1,122,143	\$882,123		\$59,023		\$1,121,900	\$13,080		\$3,936,473	\$90,000	\$11,646
2009	\$1,063,926	\$889,739	\$14,750	\$30,240		\$1,057,643	\$75,031	\$13,127	\$3,727,107	\$87,500	\$4,040

FCUCC Supervision Diagram

2022



(revised 2/2022)