

**Presbytery of San Francisco (PSF)
Transitional Executive Presbyter
Position Description (2024)**

OVERVIEW

The Presbytery of San Francisco is looking for an Ordained Minister of the Word and Sacrament, with at least 10+ years of ministry experience who will supervise one teaching or ruling elder (the Associate Transitional Executive Presbyter.) We are looking for someone with both parish and mid-council experience, as well as someone with experience in multi-cultural urban settings. Due to the important and intense nature of this position, we expect this work to take at least two to three years and would hope that the person filling this position would stay until the long-term Executive Presbyter is hired. This person will not be eligible for the Executive Presbyter role.

Highlights:

- This is a full-time position.
- Minimum Effective Salary is \$140,000-\$165,000 (depending on experience), plus full benefits as outlined by the Board of Pensions.
- A professional expense allowance will be included for items such as travel, conferences, trainings, and other resources essential to job performance.

JOB DESCRIPTION

1. **Healing Pastor:** To directly facilitate the healing of systemic, interpersonal, and communal trauma deeply ingrained in our presbytery. Applicant must be experienced in leading restorative justice practices, conflict mediation, and respectful communication. Proficiency in articulating and implementing systems theory is required. Multi-cultural competency is required; this includes the ability to provide support to the ongoing work of the Truth Commission Assessing Race Equity (T-CARE), which is actively investigating the long-term effects of racism in our presbytery. (If necessary or desired, training at Lombard Mennonite Peace Center, or a similar program, can be provided.)

2. **People Centered Minister:** Supporting and encouraging congregations and pastors by modeling collaboration, shared leadership, and delegation; strengthening and supporting the work of the Committee on Ministry, Committee on Preparation for Ministry, New Worshipping Communities, Commissioned Ruling Elders, Education Working Group, and other church centered ministries; taking the initiative to understand and amplify the perspectives of quiet or silenced communities in our Presbytery in order to include all voices in decision-making processes in the Presbytery.

3. **Practical Leader:** Recognizing our Matthew 25 commitment to build congregational vitality, dismantle structural racism, and eradicate systemic poverty, collaborate with our Finance and Property Oversight Committee, as well as other important stakeholders, to outline an asset management strategy that can lead us to a fiscally sustainable future for the Presbytery, including guidance on how to distribute our wealth when we encounter times of abundance.
4. **Presbytery Connector:** In conjunction with the Associate Transitional Executive Presbyter, serve as liaison for national and mid-council associations, liaison for ecclesiastical connections with Synod and GA, liaison to the Board of Pensions and the Church Leadership Connection.
5. **Equipping Trailblazer:** Preparing the Presbytery for the arrival of an Executive Presbyter and Associate Executive Presbyter with appropriate staffing and reorganized committees that are equipped, fully functional, and working together to achieve common goals and outcomes. This includes being a staff resource on Mission and Vision Leadership (our Council, or subsequent body) and being an integral part of the hiring process for the Associate Transitional Executive Presbyter within the first two-four months in the position.

QUALITIES

- **Flexible Risk-Taker:** Willing to try new things, fail, succeed, learn, and try again.
- **Visionary:** Helping us reimagine how we do our work together (re-imagining committee structure), understanding systems theory, and having experience working in unhealthy systems to bring about healing and change (working with a collaborative leadership board like Mission and Vision Leadership.)
- **Macro and micro thinker:** Understanding big and detailed concepts, big and detailed pictures, and creatively deploying staff and volunteers to accomplish that work. This role will focus more on the macro/big picture.
- **Transitional pastor training and/or experience.**
- **Change theory experience:** experience leading adaptive and incremental change.
- **Cross-Cultural Competency:** One who has experience being in communities of various languages and cultures and is comfortable and competent engaging in those communities.
- One who is an **authentic Servant Leader.**
- One who is **comfortable with conflict** and can navigate resentment and frustration, who is able to create conditions for healing trauma and broken relationships.
- One who is open, inclusive, respectful, collegial, honest, humble, energetic, pastoral, and spiritual.
- One who **demonstrates Love to others** and can create a culture of abundance (enough for everyone.)

HOW TO APPLY

To apply for this position, please send the following to TEPsearchteam@sfpby.org. Priority will be given to applications received by March 29, 2024.

1. Resume
2. Cover Letter
3. Diversity Statement (no more than 1200 words): A diversity statement outlines how you will contribute to the Presbytery of San Francisco's approach to diversity, equity, and inclusion (DEI). It's an opportunity for you to:
 - a. Discuss your understanding of the varied experiences of people from minoritized and/or underrepresented groups.
 - b. Talk about your lived experiences or your experiences collaborating with diverse groups throughout your vocational career and beyond.
 - c. Outline a vision of how you, as a Executive Presbyter, would make contributions to DEI in the future.
4. Narrative Questions: As a part of your application, please respond to the following questions. Limit your answers to 1000 characters per question, including spaces and punctuation.
 - a. How do your particular gifts, experiences, and training help you in the ministry setting you believe God is calling you.
 - b. Explain with theological details what areas of ministry you value most in your calling.
 - c. Describe a moment when you have "served using your energy, intelligence, imagination and love", that led change positively.
 - d. Please describe how have you dealt with failure or disappointment before.
 - e. Describe a moment in your recent ministry that you recognize as one of effectiveness and fulfillment.

BACKGROUND LINKS

Recognizing that the Presbytery is an extreme position of transition we created the Leadership Model Task Force to evaluate where we have been and where we might be able to go. Recognizing the heart of this work and living into the flexibility and goals these documents propose will be a big part of the work to come.

- **Presbytery Leadership Model Task Force Report and Recommendations:**
(<https://www.presbyteryofsf.org/wp-content/uploads/2023/11/PSF-2023-Leadership-Model-Task-Force-FINAL-REPORT-2023-10-24.pdf>)
 - In the Fall of 2023 the Presbytery of San Francisco convened a task force with the intention of evaluating our leadership structure; this is their final report.
- **Fact Sheet for Presbytery Leadership Task Force Report:**
(<https://www.presbyteryofsf.org/wp-content/uploads/2023/11/Fact-Sheet-for-Presbytery-Leadership-Task-Force-Report-1.pdf>)

- When the Leadership Model Task Force was asked questions to summarize their work and their report, this is what they supplied to the Presbytery.