

PASTORAL INTERN POSITION DESCRIPTION

September 2012 – May 2013

PEWEE VALLEY PRESBYTERIAN CHURCH
P.O. Box 365
PEWEE VALLEY, KY 40056
(502) 241-4326

Joel Weible, Pastor

I. Description of the Church

Pewee Valley Presbyterian Church is an active, socially aware and civically involved 183 member congregation. The church has a long history in South Oldham County, serving the community for over 144 years. We are located just 12 miles east of downtown Louisville. The combination of these factors along with a highly talented, well-educated congregation make Pewee Valley unique and a wonderful place to discover what the pastoral roles in a parish setting “look like.”

The pastoral staff includes one full-time ordained Pastor, a Youth Director / Christian Education Coordinator (3/4 time), and a Director of Music Ministries (10 hours / week). In addition, the support staff includes a part-time Administrative Assistant, bookkeeper, nursery attendant, youth and Children’s choir director, and a full-time custodian.

The church operates a Child Development Center for 100 children staffed by a full-time Director and Assistant Director and 25 teachers, aides, or kitchen staff.

II. Current Emphases

- a) **Worship and Music:** the church offers two worship services each Sunday morning with excellent choirs and musical opportunities.
- b) **Christian Education:** educational opportunities are available for children, youth, and adults.
- c) **Member Care:** this emphasis includes not only acute and chronic care for members with physical infirmities, but is also concerned with getting all members involved in the life of the congregation, sharing their gifts in fellowships and celebrations throughout the year.
- d) **Youth Ministry:** the church sponsors Senior High and Middle School youth ministries.
- e) **Community Involvement:** Pewee Valley is actively involved in the community through the South Oldham Interchurch Council, the Presbyterian Community Center, the Galilean Home, Habitat for Humanity, and other outreach efforts.
- f) **Community Support:** the church building is utilized by other organizations that serve South Oldham County as well as folks who just want to use the gym!!

III. Position Description (full description on back)

The intern will work in a range of church responsibilities, focused on: leadership of Sunday worship, Christian Education responsibilities, youth, congregational visitation, hospital visitation, funerals, and staff meetings. Some responsibilities, to be negotiated, will be long-term while the others will be short-term.

The 14 hour weekly work schedule will be approximately as follows: Sundays – 3-4 hours; Weekdays – 6-8 hours (Wed. nights, periodic staff meetings, supervision, visitations, etc.); planning or other -- 4-5 hours. The work schedule can vary with special events, seasons, and the intern’s schedule.

IV. Additional Summer Responsibilities

There may be the possibility for summer work. This will be negotiated with the student. Remuneration meets Seminary requirements.