

Commission on Ministry Supply List Guidelines for the Presbytery of the James

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Maintained by: Commission on Ministry

Introduction

The Presbytery of the James Transitional Pastor (Bridge/Interim) & Pulpit Supply List provides congregations with an “approved” resource for securing temporary pastoral leadership during times of transition. Whether your church needs a pulpit supply preacher for a single Sunday, a Bridge Pastor, or a trained Interim Minister, this list serves as a guide to available leaders.

Churches seeking pulpit supply, bridge pastors, or interim leadership should contact individuals directly to inquire about availability. If additional guidance is needed, please reach out to the Committee on Ministry at com@presbyteryofthejames.org.

Guidelines for Churches

- All individuals on this list, shall be in good standing with the Presbytery of the James, which means:
 - they regularly attend worship in a congregation of the Presbytery,
 - have completed boundary training,
 - background checked,
 - are regularly involved in the life and ministry of the Presbytery.
- Submission of an appropriate covenant for Bridge Pastors and Interim Ministers shall come to the COM. All Bridge Pastors and Interims/Congregations of call are to undergo an interview for suitability.
- Confirmation of honorarium expectations should be made in advance (for pulpit supply, specialized services and moderators)

Categories of Supply

1. Bridge Pastors Short-Term Transitional Leadership

Requirements:

- Bridge Pastors provide continuity between an outgoing and incoming pastor, offering pastoral care, leadership, and stability while a congregation discerns its next steps.
- A Bridge pastor covenant shall be limited up to 6 months, and shall not be renewable..

2. Interim & Temporary Pastors (Longer-Term Transitional Leadership)

Requirements:

- All Interim/Transitional Pastors are required to have successfully completed Week One of PCUSA's Interim Training prior to beginning service,
- Interim Pastors are invited by Session, with approval of COM. The term is generally one year; renewable with the approval of the COM.
- Under no circumstances will an associate pastor of a congregation with a pastoral vacancy be permitted to serve as an interim pastor of that church.

3. Pulpit Supply (Single-Service Preaching)

Requirements:

- Regularly attend worship in a congregation within the Presbytery of the James or a congregation within a denomination in which the PC(USA) is full-communion.
- Seminary students would need to:
 - a. be in good standing within their presbytery of care.
 - b. have successfully completed a preaching course at PC(U.S.A.) seminary.

Honorarium Recommendation: (\$200) per service + mileage (per Presbytery guidelines), plus \$75 for each additional service.

OTHER

1. Session Moderators

Available for congregations without an installed or a pastor in covenant with a congregation.

Requirements:

1. Be an installed pastor or teaching elder in good standing with the Presbytery of the James.
2. The Commission on Ministry shall appoint Session Moderators. For moderator appointments, contact the COM at com.presbyteryofthejames.org
[W Guidelines to Appoint a Moderator.docx](#)

Honorarium Recommendation: \$75 per meeting + mileage (per Presbytery guidelines)

2. Session Training

Elder Training, PNC training, etc.

Requirements:

Training sessions of the Presbyterian Church (U.S.A.) (PCUSA) typically require individuals who are well-versed in PCUSA polity, theology, and leadership principles.

1. **Ordained Leadership:** Teaching elders or experienced ruling elders can lead training sessions to bring a deep understanding of the church's governance and spiritual practices.

2. **Knowledge of the Book of Order:** Trainers should be familiar with the PCUSA's Book of Order, which outlines the church's structure, governance, and procedures.
3. **Training Resources:** Familiarity with PC(USA) resources. Examples include:
 - a. (Session Training) "Coming Alive in Christ," Theocademy courses, and study guides such as *The Presbyterian Ruling Elder: An Essential Guide*.
 - b. (PNC Training) "Church Leadership Connection (CLC) Training," and tools like the "Call Process Checklist" and "Guide for Creating and Matching Ministry Discernment Profiles (MDPs)" to help committees stay aligned with PC(USA) processes.
4. **Experience in Leadership:** Trainers must have experience serving in leadership roles within the church, such as moderating sessions or serving on presbytery committees.
Spiritual Maturity: A strong foundation in faith and the ability to guide others in spiritual growth are essential.

Honorarium Recommendation: \$300 per session. For shorter engagements, such as a 20-60 minute talk, \$200 is recommended. It is important to note that honorariums are separate from travel, lodging, and meal expenses, which are usually covered by the inviting group.

3. Weddings & Funeral

Requirements:

- Regularly attend worship in a congregation within the Presbytery of the James or a congregation within a denomination in which the PC(USA) is full-communion.
- Be in good standing with the Presbytery of the James.
- An understanding of W-4.06 for weddings and/or W-4.07 for funerals
- Meet with the couple or family prior to the service if they request it.
- For officiating weddings in the state of Virginia, ensure that you are registered with your local clerk's office. For other localities, seek the requirements for officiating a wedding ceremony.

Honorarium Recommendation:(\$250-300) per service + mileage (per Presbytery guidelines). Additional honorarium would depend on how many premarital counseling sessions, meetings with the family, attendance at the rehearsal dinner, as well the ceremony, service, or reception.

4. Retreat Leaders & Workshops

Those available for leadership training or spiritual retreats.

Requirements:

- Be in good standing with the Presbytery of the James.
- Open to Certified Christian Educators, Teaching Elders, and others with the permission of the Commission on Ministry.

Confirm honorarium or compensation expectations in advance + mileage (if applicable).