**Interim Parish Administrator**

**St. Paul-Reformation Lutheran Church, Saint Paul**

St. Paul-Reformation seeks an interim Parish Administrator to manage building, finance, and communications. This position is an interim one with the potential to turn into a long-term full-time position should the situation require it. Excellent communication skills, efficiency, and attention to detail are required. This post can be either half-time or full-time for the interim, negotiable. The Parish Administrator is responsible for support to the Pastor and Cantor as well as day-to-day operations of the parish, including some financial record-keeping, building administration, and some communications. Hourly wage is negotiable, not eligible for benefits in the interim capacity. Some experience preferred, but training is provided.