

## ASSOCIATE RECTOR

### ST. TIMOTHY'S EPISCOPAL CHURCH, HERNDON, VA

St. Timothy's is a growing and historic bilingual/multigenerational parish, known in the community for its commitment to outreach and for its welcoming and joyful nature. We have an expanding children's formation program as well as a thriving music ministry. The parish also includes our Preschool, celebrating its 50<sup>th</sup> Anniversary this year, and Spanish-speaking service, which meets on Saturday night at 7 pm.

Funding is available for a full-time position. We are flexible in considering number of hours worked and compensation in order to creatively meet the needs of this ministry and to meet the needs of the right candidate. The Associate will report directly to the Rector.



## JOB DESCRIPTION

The Associate will serve under the direction of the Rector, as a collegial partner in the development and service of the parish, and as a co-worker with lay leadership in the parish. Priests at St. Timothy's tend to be generalists, serving across ministry areas, but these are three focus areas of this Associate position.

- **Formation/Teaching:** support our Godly Play programs, Sunday School, Adult Education, bible studies, and the work of St. Timothy's Pre-school. This includes helping with Confirmation classes, Baptismal preparation for parents and godparents, and Marriage preparation for couples.
- **Discipleship:** continue to develop lay leadership among both Anglo and Spanish-speaking members. This involves intentional efforts to engage and further the commitment of the parish via service and outreach ministries, worship volunteers, lay Eucharistic visiting, and incorporation of new members
- **Preaching:** share preaching responsibilities with the Rector throughout the liturgical year. This typically includes: a 7 pm service in Spanish on Saturdays, 8 and 10 am services in English on Sunday, seasonal weekly liturgies (Lent and Advent), and other special events and holy days as required. If ordained, they will preside at Baptisms, weddings, quinceañeras, and burials as requested by the Rector.

If called as a full-time position, the candidate can expect to-

- Make hospital visits, provide counsel, and generally support the pastoral care efforts of the community, including meeting with those who come to the church for assistance.
- Participate in interfaith, Diocesan, and Clericus events as required, and attend monthly Vestry meetings and weekly staff meetings (as available).
- Accept other duties that may be required as challenges or opportunities arise in the community.

Skills, Abilities and Background required for this position-

- **Language:** English/ Spanish (preferred)
- **Community:** build inclusive and collaborative communities while actively pursuing skills to accomplish those communities.
- **Staff and team:** manage lay people and work in a collaborative environment, with the ability to communicate clearly, both with groups and one-on-one, across parish life.
- **Clergy:** liturgy design, effective sermon delivery, pastoral care across generations and social locations.
- **Formation:** Priest or transitional deacon, master's degree in divinity.

Schedule, Salary and Benefits

- **Schedule:** Full-time position. Flexibility in working hours, and in limited off campus work.

- **Compensation:** Salary: \$75 to 85,000, depending on experience.
- **Benefits:** Vacation and Sick time. Employer-paid health insurance, contribution to pension. Scholarships available to St. Timothy's Pre-school.

#### How to Apply

- St. Timothy's Episcopal Church is an equal opportunity employer and we encourage applications from all people,
- Those interested in applying for this position should email the following: a cover letter stating why they would like to be part of the St. Timothy's community, current resume, links to recent sermons delivered in a context of a faith community, and Office of Transition Ministry (OTM) profile. Emails should be directed to: The Reverend Charles R. Cowherd ([priest@saint-timothys.org](mailto:priest@saint-timothys.org)). Inquiries could also be emailed to the same address. Currently accepting applications.