



ST. LUKE'S EPISCOPAL CHURCH

Assistant Rector (part-time)

Located in a beautiful residential neighborhood in a “sub-urban” community 12 miles west of New York City, St. Luke’s Episcopal Church encompasses the racial and socioeconomic diversity of the Montclair area. St. Luke’s celebrates individuals and families from all walks of life, backgrounds, ages, and stages of spiritual discovery. We are the oldest Episcopal Church in Montclair. Today, we are a parish that is thriving, even through the current pandemic. This vitality is due to the deep commitment, compassion, creativity, use of technology, energy, and resilience of our parish community. We are committed to finding new ways to grow and take St. Luke’s into the future. We continue to create an open and inclusive environment, welcoming all people no matter where they are in their spiritual journey. There are many opportunities for every person, even our youngest parishioners, to contribute. Active ministries, such as the Caring Community which addresses the special needs of our parishioners, Toni’s Kitchen, a multi-faceted 40-year-old food ministry that serves over 20,000 meals a week, and Toni’s Closet, a bustling thrift shop offering low-cost apparel and home goods, are just a few of these opportunities open to the parish and the wider Montclair community.

Recently, the Vestry identified areas of focus for continued development and growth in the years ahead, especially: (1) commitment to incorporating diversity, equity, and inclusion in all that St. Luke’s does, (2) new leadership (clergy and layperson), (3) building out programs for youth and teens, (4) bringing new ideas to how we worship, and (5) creating more opportunities for people to gather in groups.

CANDIDATE ATTRIBUTES / DESCRIPTION

St. Luke’s is seeking a caring, dedicated, resourceful individual to support our faithful community.

We are looking for an individual with the commitment to offer their energy, gifts, and willingness to grow by supporting our church members and the Rector, especially in the following areas:

- adult and youth education programming
- preaching
- compassionate pastoral care and counseling

Duties and Responsibilities

Adult and Youth Formation. Work with lay leadership to organize short- or longer-term classes and projects related to Church traditions, social perspectives, and community needs. Lead sessions for baptisms, confirmations, seasonal observances, and general interest.

12 hours/month (3 hours/week)

Counseling and Pastoral Care. Provide compassionate care, counsel, or referral for those isolated or lonely, or for persons with health, emotional, or economic concerns.

5 hours/week

Preaching. Preach on regular schedule, coordinated with Rector. Lead adult or youth camps, projects, or events. Provide resources for retreats, church events, etc.

Preach approx. once per month

8 hours prep time/month (2 hours/week) + 4 hours preaching/month (1 hour/week)

Community Outreach. Represent St. Luke's in relationships with Toni's Kitchen staff, volunteers, and clientele. Perform outreach and advocacy in Montclair and surrounding area.

Main focus on Toni's Kitchen.

24 hours/month (6 hours/week)

Special Projects. In consultation with Rector, develop projects and perform special assignments.

2 hours/week

Qualifications

Mature Faith. Attentive to personal spiritual life and practices. Open to questions and dialogue with members and seekers. Ability to communicate with persons outside faith community.

Pastoral Sensitivity. Empathy for persons of varying ages, spiritual backgrounds, and social capacities. Ability to maintain objectivity in situations of stress, anxiety, or conflict.

Knowledge of Episcopal Traditions and Liturgy. Capable preacher, worship leader, and teacher. Ability to relate current issues and perspectives to Church's history and theology.

Committed to Diversity, Equity, and Inclusivity. Ability to relate to and include voices of individuals or groups regardless of specific identifications or unexpressed affiliations in respectful and accepting manner.

Social Justice. Prophetic outlook regarding racial, social, and environmental justice. Awareness of historic and communal experiences and impacts in current social and political environment.

Effective Leader and Administrator. Experience with non-profit and/or volunteer organizations. Role in leadership or management a plus. Comfortable in communicating goals and requirements for fulfillment of projects.

Interested candidates are invited to submit a resume and cover letter to jobs@slechurch.org.