

Associate Rector Job Description

Position Description

Church of the Good Shepherd (goodshepherdlynchburg.com), located in downtown Lynchburg, Virginia, within the Diocese of Mid-Atlantic, is seeking a part-time dedicated individual to serve as an Associate Rector with a primary focus on pastoral care and administrative support. The Associate Rector will work directly under the Rector and will play a pivotal role in nurturing the spiritual and emotional well-being of our congregation and staff members, fostering a warm and welcoming environment that reflects our Anglican traditions and values.

Responsibilities:

1. Pastoral Care:
 - Provide pastoral care to members of the congregation, including hospital visits, home visits, and spiritual counsel as needed.
 - Support the Rector in developing appropriate pastoral care strategies, ensuring that individuals facing life's challenges receive appropriate support.
 - Develop and maintain relationships with members, offering spiritual guidance, prayer, and emotional support.
2. Staff Care and Development
 - Foster a healthy, supportive, and collaborative work environment for the church staff.
 - Provide spiritual and theological guidance, oversight, and strategic support to staff members as needed.
3. Worship and Liturgy:
 - Assist in planning and leading worship services, including preaching and presiding over the Eucharist.
 - Collaborate with the Rector and other staff members to create meaningful and spiritually enriching worship experiences.
 - Incorporate Anglican liturgical traditions and rituals into services while also attuning to creative possibilities within services.
4. Teaching and Education:
 - Lead and participate in adult education programs, Bible studies, and theological discussions.
 - Mentor and guide individuals seeking to deepen their faith and knowledge of Anglican theology.
 - Support the Rector in creating and maintaining sustainable Christian formation strategies within the church.
5. Community Engagement:
 - Engage with the broader Lynchburg community to promote the church's mission and values.
 - Develop and maintain relationships with community organizations and participate in outreach efforts.
 - Encourage congregational involvement in local and diocesan initiatives.
6. Administrative Duties:
 - Alongside the Administrator, assist with administrative and clerical tasks as necessary

- Hold weekly meetings with staff and provide support and/or oversight as needed
- Contribute to strategic planning and decision-making within the church leadership team

Qualifications:

- Master of Divinity, Theological Studies, or equivalent
- 2-3 years of pastoral and/or ministerial experience
- Strong pastoral and counseling skills with a compassionate and empathetic approach.
- Ordination as a priest in the Anglican Church of North America, and either a priest in good standing of the Diocese of the Mid-Atlantic or another ACNA diocese
- Excellent interpersonal and communication skills to build meaningful relationships with congregants and staff members.
- Demonstrated experience in leading and participating in worship services and liturgy.
- Strong teaching and educational abilities, including knowledge of Anglican theology.
- Proven ability to work collaboratively in a team, including with other clergy and church leadership.

To apply for this position, please submit a resume, cover letter, and any relevant references to admin@goodshepherdlynchburg.com.

We look forward to welcoming a dedicated Associate Rector who will help us nurture the spiritual and emotional well-being of our congregation and support the growth of our church community in downtown Lynchburg, VA. To learn more about us, please visit goodshepherdlynchburg.com.