

Job description for Associate for Welcome and Pastoral Care

St. John's Episcopal Church is a vibrant downtown church drawing many from the Carlisle region because of its rich liturgy, sacred music, outreach into the greater community, and its commitment to sharing the gospel through Word and Sacrament.

The size of this congregation calls for an associate priest gifted in pastoral care, liturgy, communication, and new member welcome and incorporation.

The Associate would participate fully in the planning and leading of the sacramental life of the parish as a fellow priest.

In addition, the Associate would support, lead, and attend to the pastoral needs of the parish. This work would include tracking those in need of pastoral care, working with the pastoral care committee to set up visits and Holy Communion, training pastoral caregivers, updating the parish prayer list, and gathering the pastoral care committee for reflection on their work and vocation as caregivers. Moreover, the associate would make time for in office visits for those who are searching for deeper meaning in their life of faith.

In a much broader sense, the Associate would also provide pastoral care by working with a vestry member and team to welcome and integrate new members into the parish community. This work would include coordinating Inquirers' Classes in the parish and matching New members with mentors from the existing parish community. The associate would also serve as a chaplain presence on parish mission trips.

The associate would serve as a clearing house for parish communication to insure that the multiplicity of groups and ministries presented a clear message of St. John's mission both internally and externally. The associate would work with the rector, wardens, vestry and staff to coordinate message about parish life in the normal modes of communication of the: weekly bulletin, web site, e-mail blasts, signs, and other forms of public visibility.

Inherent in such work, would be a new focus on the Dickinson College population and trying to establish a parish based campus ministry for college students. By using the strength of our sacred music programs as a draw, we would work to encourage college students to join the choir and participate in the liturgical and social life of the parish. The vibrancy of a college program in our parish would heighten our presence in the campus community--and in downtown Carlisle.

As with any Associate position, other duties as assigned by the Rector.