



# Associate Rector

## Women Encouraged to Apply

We are a group of people who worship together, pray together, serve together, and live life together. We believe that church is community. It's more than just a place to show up on a Sunday; it's the messiness of real life. When people are connecting to God and experiencing what it means to be loved, forgiven, healed, and empowered by Jesus Christ through the Holy Spirit, church is happening. Above all, church is a foretaste of God's Kingdom—a day when all that is broken will be healed, all that is incomplete will be made whole, all that is old will be made new. A day of Restoration.

We are broken people being restored by grace and living God's story.  
We invite you to join in the work.

**Position Reports to:** The Reverend David M. Hanke, Rector

**Position Starts:** September 1, 2018 (negotiable)

### POSITION SUMMARY

**Ordained women and women seeking to begin or complete the ordination process are encouraged to apply for this position.**

The Associate Rector is a member of the Restoration clergy team which works in collegial partnership with the Rector to advance the strategic plan of the church. The clergy team provides liturgical leadership for Sunday worship gatherings; sacraments of Holy Baptism and Holy Eucharist; the role of celebrant for weddings and funerals; preaching and teaching in a variety of contexts; and pastoral care for those who are hurting.

Depending on specific gifts and calling, the responsibilities of the Associate Rector may also include one or more of the following: Strategic Coordination of Ministry and Communication; Oversight of Restoration's global and/or local partnerships; Leadership of Restoration's discipleship programs for women; or Pastoral participation in RestoArts (a creative and arts community), APEX (youth ministry), or Kids' Small Groups (Bible education for children).

## ASSOCIATE RECTOR RESPONSIBILITIES

### Liturgical Leadership for Sunday Worship Gatherings

As an ordained clergy member, the Associate Rector will be involved in weekly worship services at Restoration by providing liturgical leadership and celebration of the Eucharist. There will also be opportunities to preach each quarter.

### Sacramental Leadership at Baptisms, Eucharists, Marriages, and Funerals

Restoration is a growing and thriving church with many opportunities to celebrate the sacraments. These are shared among the clergy team depending on availability and parishioner preference.

### Pastoral Care for those who are Hurting

Restoration clergy meet each week to discuss critical and chronic situations that require pastoral attention. Clergy care for the congregation is collegially shared among the team depending on availability and parishioner preference.

## OTHER POTENTIAL RESPONSIBILITIES

**Depending on specific gifts and calling, the Associate Rector may also take one or more of these roles:**

### Strategic Coordination of Ministry and Communication [Number of hours vary per week]

Working closely with the Rector, the Associate Rector will execute on the church's vision and strategic plan by streamlining internal and external communications, optimizing ministry opportunities, and unifying staff.

**Managing and developing staff members**

**Developing and executing on internal and external communications plans**

**Evaluating and strengthening current ministry programs**

**Envisioning and creating new ministry programs**

### Leadership of Restoration's Discipleship Programs for Women [10 hours/ week]

The Associate Rector will be the staff point person for pastoral care and discipleship of women at Restoration.

#### **Women Unscripted [RestoWomen]**

Lead a team who will create an annual discipleship curriculum that is offered through monthly gatherings for teaching, prayer, and stories from the congregation.

#### **Restoration's Annual Women's Retreat**

Lead a team of volunteers who will choose the topic and speaker, promote the retreat and invite women to attend, manage all of the logistical tasks, and keep the event on budget.

#### **Wisdom of Walking: mentoring women**

Lead a team of volunteers who are planning mentoring opportunities, workshops, and training for women.

### **Pastoral Contact for Women at Restoration**

The Associate Rector would be an option for a point of contact for women seeking prayer, guidance and pastoral care. This would include information on referral services for women requiring professional care through counseling, spiritual direction, and medical support.

### **Oversight for Restoration's Global and/or Local Partnerships [10 hours/week]**

The Associate Rector will create experiential learning opportunities for the purpose of forming in Restoration members compassion for the poor and a sense of missional urgency. We believe this is essential to growing deeper in our relationship with Jesus- to being conformed to the image of Christ for the sake of others.

### **Lead and Facilitate the Outreach Steering Team (OST).**

The Associate Rector will be the staff facilitator for the Outreach Steering Team (OST). This advisory team determines the 3-4 places or projects locally and globally on which Restoration should focus. They also manage the Restoration Outreach budget, which includes disbursing grants through a set application and discernment process.

### **Facilitate volunteers:**

Manage and build Restoration's deep relationships with our local and global outreach partners. This requires many invested volunteers who pray, go, work, and spread the word for our partners.

### **Other Leadership Opportunities [hours will vary depending on task]**

Restoration has a variety of growing programs and ministries. Depending on the Associate Rector's gift mix, calling, and professional training, these opportunities are also available areas in which to serve:

- **RestoArts** under the leadership of The Director of Worship Arts: This is a team of people who provide artistic entry points during the seasons of Advent, Lent, and Easter. Throughout the year, they also offer workshops, performances, and opportunities for artists to grow in their craft.
- **APEX** under the leadership of The Director of Youth Ministry: There is a rapidly growing number of middle school and high school students at Restoration. There are opportunities to speak at APEX gatherings and to disciple APEX students.
- **Healing Prayer** under the leadership of The Director of Worship Arts: We offer healing prayer after each liturgy of the Eucharist and many 'outside of Sunday' prayer opportunities.

## POSITION REQUIREMENTS

- A clear, personal, mature, articulate relationship with Jesus Christ expressed in personal, corporate, and vibrant worship.
- Masters degree in Biblical studies or related field and Pastoral experience [5+ years preferred]
- Ordained deacon or presbyter in the Anglican Church in North America [preferred, although Restoration is open to someone who desires to pursue ordination or transfer of ordination in the Anglican Church]
- Team player with excellent organizational and communication skills who is able to work with paid staff and a large number of volunteers
- Ability to use Microsoft Office Suite of programs
- Ability to easily work with internet applications, social media, and MAC operating systems.
- 3 references from former positions.

## APPLY

In order to apply, please submit a cover letter describing your current vocational situation and reasons for seeking this position along with a resume of pertinent experience and three references. All materials should be emailed to [personnel@restorationarlington.org](mailto:personnel@restorationarlington.org)