



ALL SOULS EPISCOPAL PARISH

2220 Cedar Street, Berkeley CA 94709-1519
510.848.1755 - www.allsoulsparish.org

Job Description for Associate Rector

All Souls Episcopal Parish in Berkeley, CA seeks a full-time Associate Rector to join our vibrant, Christ-centered community—one that is open and progressive in our approach to faith and social issues, while rooted in the ancient Anglican tradition. We are united around core commitments to the welcome of strangers, inclusion of spiritual inquirers from every background, and the calling of all Christians to be the body of Christ in the world.

All Souls is a vital congregation working to find new ways to follow Jesus and make church together in the 21st century. We practice an active hope that guides our engagement in our (local and global) community and context. In the next few years, using the proceeds from our 2020 capital campaign, All Souls is committed to pursue our goals of carbon neutrality, total accessibility, flexibility and renewed vitality in our existing spaces, and a large building project that will provide affordable housing for low-income seniors.

We are seeking an Associate Rector who will collaborate with and support our team of lay and ordained leaders on this exciting and sometimes challenging path. Our vestry is committed to paying a just wage to all clergy and staff to enable them to thrive alongside our congregation.

Position summary

The Associate Rector must be a mature practitioner of authentic and contagious faith, acting as a primary Christian guide in our parish family. In partnership with other staff members (Rector, Associate for Liturgy and Music, Associate for Ministry Development, Parish Administrator, Deacon), assisting clergy, a uniquely engaged vestry, and other energized lay leaders, the Associate Rector will lead the community in worship, reflection, transformation, and service. A collaborative spirit, emotional health, deep empathy, and formational mindset are essential. Thoughtful, articulate preaching that speaks to the spiritual hunger and core life concerns of our intellectual community is integral to the job.

Responsibilities

The Associate Rector has the following responsibilities:

- Formation activities for children, youth, and families. This includes creative and strategic planning, organizing and supporting Sunday School and Children's Chapel, and integrating programming for all ages into parish-wide activities.
- Organizing, supporting, and coordinating multiple clergy and lay providers of pastoral care, in addition to providing skilled direct spiritual care.
- Presiding and preaching on Sundays and weekdays.
- Participating in collaborative liturgical planning.
- Directly engaging with newcomer incorporation, especially for families with children.

- Closely coordinating with the ministries of parish life and communications in the congregation.

A successful candidate will share these attributes with us:

- An orientation to Jesus and his Way—discovering it and living it.
- Welcoming to and inclusive of all people; actively affirming LGBTQ+ people.
- Hopeful for our world, with a commitment to service inside and outside the church, particularly as our community strives to live justly in a world shaped by racial, ethnic, and economic inequities as well as a changing climate.
- Eager to work closely with a dynamic team that works hard together, looks out for each other and elevates one another personally and professionally—a team that takes the work seriously but not themselves and loves to laugh together.
- Love of the arts—both visual and musical. We use a wide range of visual art and music to engage our hearts, minds, spirits, and bodies.
- Thoughtful about liturgy. We are open to liturgical innovation while remaining connected to our deep Anglican tradition.
- Strong group process and communication skills; comfortable with the messiness of complex organizations and relationships.
- Sense of one’s own authority that does not rest on ordination, race, or gender; secure working with a team of non-stipendiary clergy, as well as energized and competent lay leaders.
- Excited about the gifts they bring and confident to take grounded risks.
- An appreciation for our diverse and stimulating community — a community that is drawn together from a variety of denominations and faith traditions, connected to the nearby university and seminaries, and welcoming to all to practice with us whether for a single Sunday, a few months or years, or a lifetime.
- Open mind and heart about the many ways we can make church together: liturgy, music, justice work, small groups, functional teams, and more.
- Joy in community: We love eating together and celebrating together.

This position is ideal for someone who wants to develop skills in pastoral care for all ages, effective preaching in an intellectual and progressive community, and experience leading and nurturing Christian formation among a diversity of families, as part of a leadership team in a complex and healthy congregational environment.

Job description:	Associate Rector
Reports to:	Rector
FLSA Status:	Exempt
Job type:	Full-time