



Associate for Congregational Development & Pastoral Care Christ Church Cathedral, Hartford, CT

Overview

We are actively recruiting for an Associate for Congregational Development & Pastoral Care. The Cathedral is an Episcopal church in an urban environment.

Christ Church Cathedral is the cathedral for the Episcopal Church in Connecticut and the Seats of the Bishops. The Cathedral has a vocation in God's mission both in the city of Hartford, in the Episcopal Church in Connecticut and as a Cathedral in the 21st century.

The Cathedral's four congregations represent a diverse, inclusive, multicultural and multilingual community coming from Greater Hartford, both the city, suburbs and beyond, to worship, pray, serve and learn together.

As an urban community located in the heart of the city of Hartford, we respond to our baptismal covenant by being a place of hospitality and support to our brothers and sisters in need.

Our Cathedral is committed to participating in the mission of God in Jesus through the power of the Holy Spirit in these challenging times for the church and for the world. We understand God's mission to be about restoring all people, and all creation, to unity with God and each other in Christ. The bishops and staff of the Episcopal Church in Connecticut are dedicated to helping Episcopalians own their calling as followers (disciples) of Jesus, sent as apostles in the mission of God in this new missional age.

If the idea of joining CCC as Associate for Congregational Development & Pastoral Care seems to be where God is calling you next, we encourage you to apply.

All God's people are welcome at our Cathedral

Job type: Full time, exempt.

Position Summary

The Cathedral seeks a full-time Associate to assist the Dean in the general life, ministry, pastoral care, outreach, and worship of the Cathedral Congregations.

The Associate will provide leadership in areas of Evangelism, Stewardship, Children, Youth, and Young Adult Programs as well as pastoral care for the Cathedral English speaking members. While the Dean bears the ultimate responsibility for liturgical oversight, the coordinating and executing liturgy is a shared responsibility with Cathedral Clergy Staff.

The Associate for Congregational Development and Pastoral Care works collaboratively with the Dean, the Canon for Latino Ministries, the Cathedral staff, and lay leaders.

Specific responsibilities of the Associate for Congregational Development and Pastoral Care include:

- Developing and facilitating Christian Formation and general programming for children, youth, and young adults to foster spiritual growth and deepen spirituality.
- Providing for and overseeing pastoral care for all English-speaking Cathedral members, including members who are homebound and those in the hospital; also includes pastoral counseling and pre-marital counseling.

- Developing and facilitating Evangelism efforts with an outward focus to the community surrounding our Cathedral, including CT State Capital Community College, UConn Campus in Downtown Hartford, work commuters, and residential settings.
- Developing and executing of the Annual Stewardship Campaigns in collaboration with the Dean and the Stewardship Team.
- Assisting the Dean in providing liturgical leadership for Cathedral worship, including Church by the Pond services, and takes specific responsibility for the shaping, leading and coordination of Wednesday noon services.
- Assisting the Dean providing leadership/support to our Cathedral Ministry Teams.
- Assisting the Dean in providing support and leadership to the Cathedral Congregation's Committee.
- Providing liturgical and pastoral support to George Beach Homes.
- Other duties as assigned by the Dean.

Areas of Responsibilities:

- Ministry with Young People (Children, Youth, and Young Adults)
- Congregational Development
- Christian Formation
- Stewardship
- Pastoral care
- Developing and Empowerment of Lay Leaders
- Community Engagement and Evangelism
- New member incorporation
- Liturgical Leadership and Support

Qualifications

To perform this job successfully, an individual must be able to discharge each essential duty satisfactorily. The requirements listed below are representative of the education, knowledge, experience, skills, and/or ability desired:

- A Master of Divinity and / or comparable degree from an accredited institution.
- An ordained Episcopalian with an understanding of his/her/their unique gifts and a desire to support others in discovering and using their unique gifts as they participate in God's mission.
- Strong ability to articulate his/her/their relationship with Jesus and commitment to God's mission.
- A heart for pastoral care with sensitivity and ability to be present.
- Experience with Congregational Development or desire to be mentored.
- A demonstrated commitment to intercultural competency and clear understanding and commitment to diversity, equity, and inclusion
- Experience designing and executing stewardship campaigns, desired not expected.
- Strong preaching skills.
- Ability to work collaboratively and creatively with lay leaders, clergy, and staff.
- Excellent skills in organizing people and administering programs.
- Excellent time management and organizational skills
- Cultural competency and compassionate leadership.
- Demonstrated ability to self-start.
- Ability to plan and be flexible at the same time.
- Strong familiarity with Episcopal Church structure, language, polity, and culture.
- Ability to multi-task.
- Technical proficiency with office systems, software, and social media.
- Ability to work in a fast-moving environment, adapt to changes quickly, and maintain professional composure under pressure.

Expected Hours of Work:

The Associate for Congregational Development & Pastoral Care is expected to work an average of 40-50 hours per week, recognizing that some weeks will be busier than others. Some of these work hours will be in the evenings and/or weekends, so the ability to have flexible hours and manage time is essential.

Compensation and Benefits:

Compensation is commensurate with education and experience. The salary range for the position is \$95,000-\$100,000. For ordained clergy, this is inclusive of a housing allowance and social security supplement. The Associate is eligible to enroll in the health, life, and dental insurance plans offered by CCC. This position also includes benefits for continued education and professional expenses.

Supervision: The Associate for Congregational Development and Pastoral Care is called by the Dean and reports directly to the Dean. Regular feedback in the form of check-ins, goal meetings, and annual review appraisals are expected of all supervisors.

Equal Employment Opportunity/ Affirmative Action:

CCC provides equal employment opportunities to all employees and applicants for employment without regard to race, ethnicity, color, age, sex, national origin, sexual orientation, gender identity or expression, disability status, HIV/AIDS status, religion (except for positions where active membership in the Episcopal Church is a bona fide qualification), veteran status, marital status, familial status, status as a victim of domestic violence, or other characteristics protected by law.

CCC believes diversity is of God and God's good creation. We are dedicated to recognizing, understanding, celebrating, and utilizing differences to participate in God's mission. CCC is particularly committed to racial healing, justice, and reconciliation in the Church and in society. Individuals from historically under-represented groups are encouraged to apply.

Interested applicants should send a resume, with a cover letter, to the attention of: The Very Rev. Miguelina Howell at lina.howell@cccathedral.org. Accepting applications through April 15, 2025 (or until the position is filled, which may be earlier), with applications being reviewed on a rolling basis as submitted.