



Christ Episcopal Church

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December, 2023

Associate Rector

Christ Episcopal Church, Alameda, CA, seeks a full-time associate rector. In addition to sharing liturgical responsibilities, the associate rector will serve three distinct constituencies –ministry to children, youth and newcomers– requiring her or him to exercise a broad range of social, organizational and ministerial skills while juggling multiple projects. This position will rely on strong relationship-building skills with children, youth and newcomers, and with the dozens of parents and volunteers who carry out most of the church’s ministry.

Christ Church is a lively community. About 140 people come to church on Sundays, including many young people in Sunday school programs, and a steady stream of newcomers. While we have a foundation of dozens of children and youth, and a deep bench of experienced volunteers, we want to grow our youth and children’s program numerically and spiritually. We’re also ready to bring more structure to the process of inviting, greeting, orienting and incorporating newcomers into the life of our church.

Through Sunday worship, dozens of programs, social justice outreach and fellowship, our church works creatively to live into our vision:

At Christ Church we follow Jesus’ call to...

Gather: Inclusive community. All are welcome. Come as you are.

Transform: Share your story. Practice your passion. Nourish your spirit.

Engage: Love your neighbor. Feed those who hunger. Advocate for justice.

To continue living into this vision, Christ Church seeks an Associate Rector to oversee three areas of church life:

Children’s Ministry

Christ Church’s Children’s program seeks a leader who can coordinate with dozens of volunteers to carry out various aspects of the ministry. The associate rector will need strong organizational skills to implement curricula, sustain a volunteer structure, and communicate with volunteers. The Associate will also need strong relationship skills to empower volunteers and parents to carry out this important work. Specific children’s ministry tasks include:

- Regular communication with Sunday school teachers to encourage them and share lesson plans
- Recruit and train volunteers on an ongoing basis
- Manage nursery staff
- Oversee Sunday School classrooms in an arrangement worked out with teachers
- Implement/adjust curricula for Sunday school
- Lead occasional gatherings for families to build community and navigate the challenges of parenting young children.
- Help plan monthly all-ages services
- Communicate with children's choir director for occasional musical offerings
- Meet with Sunday school teachers and parents 1:1 and in small groups to take feedback and build community

Youth Ministry

The Associate Rector will need strong relational skills to build rapport with teenagers. Additionally, the Associate Rector will need to create a constellation of relationships with volunteers and parents who help bring structure to and carry out the work of youth ministry.

Specific Youth Ministry tasks include:

- Build relationships with youth using a variety of strategies such as: periodically teaching youth Sunday School, leading youth group activities, discussing important issues that they surface, involving them in the creation of the youth group activities, etc.
- Cultivate volunteers to help with regular youth activities
- Oversee Sunday morning programs and jobs for youth during the 10:15 service, including operating the streaming camera
- Offer occasional evening activities to build fellowship among youth
- Support acolyte leader
- Teach confirmation classes, along with volunteers
- Plan and help chaperone summer immersion trips for middle school and high school students
- Plan monthly all-ages services
- Meet with volunteers, teachers and parents 1:1 and in small groups to take feedback and build community

Newcomer Ministry

The Associate Rector will lead Christ Church's efforts to invite, greet, orient and incorporate newcomers into the life of our community. Specific Newcomer Ministry tasks include:

- Strengthen a path to membership by tracking information about newcomers and parishioners, their interests, and the church's ministry offerings
- Lead digital media presence for Christ Church: Work with staff and volunteers to maintain relevant, up-to-date website, digital calendar and directory, social media, and streaming
- Help incorporate newcomers into Christ Church's small groups
- Work with lay leadership to grow the Newcomers' team

- Oversee the orientation/incorporation process, coordinate newcomer receptions, meet with newcomers, and connect new members with areas to serve and participate in
- Encourage current members of Christ Church to create a culture of welcoming

Other Responsibilities

- Join rota to preach and preside at Sunday worship
- Help plan youth and children's events at Christmas, Easter, Back-to-Church Sunday, etc.
- Attend regular staff and vestry meetings
- Some travel, including immersion trips, conferences, parish retreat and parish camping trip
- Attend Fresher Start with the Diocese of California, maintain a relationship with a spiritual director, and meet regularly with a colleague group

Compensation falls between \$92,345 and \$102,602 annually. The church can offer housing or a housing stipend, which will impact salary somewhat. Generous benefits, pension, sabbatical and continuing education will be provided as well. Interested candidates should send a cover letter, resume and Office of Transition Ministry profile to Christ Church at stephen@christchurchalameda.org. Christ Church will begin accepting applications for this position immediately. Timing for the hire depends on finding the right fit. Christ Church plans to hire a strong candidate, and we realize that a strong associate will eventually be recruited to become a rector elsewhere. We'd like for this person to commit to 3-5 years at Christ Church before moving on, and we pledge our full support and to helping this person make a successful transition when the time is right.