

Job Title: Associate Rector (For Welcome and Formation)

Reports To: Rector

Location: Dublin, Ohio

Employment Type: Full-Time

Our Mission and Vision

At St. Patrick's, our mission is to welcome and include you on the journey of Christian faith through the power of the Holy Spirit. Through Worship, Education, Outreach, and Friendship, we live a Christ-centered life, caring for each other and our neighbors as ourselves.

Position Summary

St. Patrick's Episcopal Church in Dublin, Ohio, is seeking an Associate Rector with a passion for Christian Formation and Welcoming new members. The Associate Rector will be a trusted colleague who will assist the Rector in advancing God's mission and ministry through St. Patrick's by shaping and supporting its spiritual, pastoral, formational, and liturgical life.

We seek someone who has a heart for caring for God's people, leads by example, and equips parishioners for ministry. The Associate Rector will serve alongside the Rector, staff, vestry, and congregation to deepen our common life, form people of all ages as disciples of Jesus Christ, and help shepherd us into our next faithful chapter.

Key Duties and Responsibilities

1. Leadership and Collaboration
 - a. Serve as a key member of the congregational leadership team
 - b. Participate in planning and staff collaboration by attending staff meetings and participating in coordinating ministries.
 - c. Attend vestry meetings as needed.
2. Worship and Liturgy
 - a. Preach and preside regularly at the Eucharist and other sacramental services.
 - b. Establish and manage the clergy/lay preaching schedule.
 - c. Assist with the planning and execution of Sunday, weekday, and seasonal liturgies that are theologically rich, innovative, spiritually nourishing, and inclusive.
 - d. Coordinate with the Rector to officiate weddings, funerals, and baptisms.
 - e. Enhance a liturgical life that balances reverence, creativity, and accessibility.
3. Welcome and Formation
 - a. Lead and further develop our Welcome and Inclusion initiative/team.
 - b. Lead and further develop Christian formation for all ages, including but not limited to Children's Chapel, VBS, Youth Group, Adult Forum, The Way of Love Dinner Series, and Various Affinity Groups (including starting LGBTQ+ group/s).
 - c. Collaborate with and develop the lay leadership of these ministries.
 - d. Execute budget oversight and resource development.
 - e. Teach.
 - f. Practice a Ministry of presence.

4. Pastoral Care
 - a. Working with the Rector to provide compassionate, consistent pastoral care through visits, spiritual counseling, and crisis support.
 - b. Share in the clergy on-call responsibilities for pastoral emergencies.

Qualifications

Required

1. Ordained priest in the Episcopal Church (or full communion partner).
2. M.Div. or equivalent theological education.
3. Demonstrated excellence in preaching, pastoral care, and liturgical leadership.
4. A collaborative spirit and pastoral presence.
5. Deep commitment to inclusivity and engagement across differences.
6. Organized and administrative.

Preferred:

1. Passion for Christian formation for all ages and program development.
2. Excitement for growing Children, Youth, and Family Ministries.
3. Ability to work with a variety of personalities in a changing environment.
4. Competent with church governance and administration.
5. Empathy, emotional intelligence, and a good sense of humor.

Core Competencies

1. **Spiritual Maturity** – Embodies a lived and lively faith; inspires others toward deeper discipleship.
2. **Leadership** – Clear, compassionate, confident; able to lead worship, teams, and new initiatives
3. **Communication** – Skilled in preaching, writing, and listening with empathy and clarity.
4. **Collaboration** – A team player with a heart for shared ministry and mutual support.
5. **Organizational Acumen** – Able to manage time, tasks, and goals with creativity and accountability.
6. **Adaptability** – Comfortable navigating change in a multifaceted, mission-driven environment.

To Apply

Please submit a cover letter, resume, and OTM portfolio (or equivalent materials if not an Episcopal priest) to:

The Rev. Melanie Slane

Diocesan Transition Minister

Email: transitions@diosohio.org

Subject Line: "St. Patrick's Associate Rector"

Applications will be reviewed on a rolling basis until the position is filled. We appreciate your interest and will contact candidates selected for interviews.