



Job Description Associate Rector

Grace Episcopal Church is a Gospel-centered Community, situated in the Historic District of Ocala for over 175 years. We are part of the Diocese of Central Florida.

We like and love each other, and have become a warm, friendly, authentic church community. Most Gracers describe our church as *home*, and our community as *family*. Because of our steady and continual growth, we are now able to hire a full-time Associate Rector to expand our ministry.

You will be playing a vital role in supporting the spiritual growth and pastoral needs of the congregation. Your multifaceted role involves pastoral care, developing a strategic plan for discipleship, doing outreach together, and educational responsibilities for teens and young adults. It is of vital importance that both you and we feel that you fit well into the culture of Grace.

Prerequisites for Position:

- Ordination as an Episcopal priest.
- Strong interpersonal and communication skills. We are looking for someone who is relatable and willing to do life with us, who fits into our culture.
- Demonstrated ability to provide effective pastoral care and spiritual guidance.
- Strong project and strategic management skills.
- Positive attitude.

Essential Job Functions:

1. Pastoral Care:

- Provide compassionate and empathetic pastoral care to individuals and families in times of joy, sorrow, and crisis.
- Conduct hospital visits, home visits, and engage in active listening to understand the diverse needs of the congregation.
- Offer spiritual guidance, counseling, and support for personal and spiritual growth.

2. Worship and Preaching:

- Collaborate with our clergy team to design and lead meaningful worship services.
- Preach sermons that connect with the congregation and inspire spiritual growth.
- Coordinate with musicians to enhance the worship experience.

3. Discipleship and Education:

- Collaborate with the Rector to develop a strategic plan for discipleship; this includes helping our congregation to better understand the Bible.
- Oversee all our Journey Groups, provide helpful study guides for them, and strategize for groups that have yet to get started.
- Develop and implement educational programs for our teenagers and young adults. Our church is growing younger, and we want to better connect the younger age groups with each other and the Gospel.

- Lead a Bible study, Alpha, discussion groups, and educational events to deepen the congregation's understanding of faith and theology.

4. **Outreach and Community Engagement:**

- Identify and cultivate opportunities for the church to engage with the broader community through outreach initiatives.
- Collaborate with local organizations, participate in community events, and foster partnerships that align with the church's mission and values.
- Encourage and facilitate the congregation's involvement in charitable and social justice activities.

5. **Administration and Team Collaboration:**

- Work closely with the Rector, staff, and lay leaders to coordinate and implement the overall vision and mission of the church.
- Participate in regular staff meetings, planning sessions, and collaborate on special projects.
- Assist in administrative tasks related to pastoral care, discipleship, and other church activities.

Please send your CV and a cover letter to Frans@graceocala.org no later than April 20. For additional questions, please call our office at (352) 622-7881.