



CHRIST CHURCH BRONXVILLE ASSISTANT TO THE RECTOR

Position Available: September 1, 2023 (negotiable)

Application Deadline: May 15, 2023

We invite potential candidates for this position to learn more about Christ Church by visiting www.ccbny.org.

INTRODUCTION

The people of Christ Church Bronxville have built a community based on the knowledge that God's love for humanity knows no bounds and that with God all things are possible.

We are committed to spiritual growth, a deeper understanding and expression of our faith, and service to others in the name of Jesus Christ. Christ Church Bronxville's racially, ethnically, and economically diverse congregation from Westchester and NYC embraces the Gospel's vision of hope, love, and profound acceptance in the name of Jesus Christ.

We believe God has called us together to reflect a better way of being in the world, and we challenge ourselves to fearlessly share Christ's love.

LOCATION

Christ Church is located in the village of Bronxville which is in the city of Eastchester, NY. The church building is located a block from the Bronxville Metro North train station which makes for easy commuting into New York City (approximately 30 minute ride to Grand Central).

ASSISTANT RECTOR RESPONSIBILITIES

Our primary responsibilities are building stronger relationships within the parish, welcoming newcomers, and establishing new partnerships to serve the community. The Assistant to the Rector will meet weekly with the Rector to discern in prayer how to serve as priests in this contextual setting. The specific duties may shift depending on identified gifts, talents, and skills of a qualified candidate. All duties will be consistent with building up the body of Christ and strengthening God's mission.

As currently envisioned based on our parish goals, the Assistant to the Rector's responsibilities will include:

- Developing activities for fellowship and spiritual growth with different affinity groups (LGBTQ+, young adults, men, women, young families, college, etc.) that strengthen relationships and provide entry points for newcomers. The already established Women's Guild is a good model. The Assistant to the Rector will need to identify and recruit leaders and coordinate implementation.
- Building on existing Guild of St. Raphael (intercessory prayer group), recruit and train parishioners in pastoral care and support throughout the life cycle.
- Establish new service partnerships in our community that facilitate in-person outreach for parishioners of all ages. Two active interests are migration support and providing food and other essentials through partnerships in the community.
- Assist in recruiting and training volunteers for worship (Altar Guild, Readers, Ushers, Chalice Bearers, Subdeacons, Acolytes)

- Curricular support with the Rector and other clergy for the Family and Youth Minister to provide children and youth formation and Confirmation preparation in the Episcopal tradition.
- Preach, Preside, and Teach on the clergy rota with a willingness to envision a liturgical life aimed at growing the church.

REQUIREMENTS

A successful candidate for the position of Assistant to the Rector will demonstrate:

- Ordination (or expected ordination) as a priest in the Episcopal Church.
- Ability to work effectively in a team environment.
- Highly effective organizational skills and an ability to express oneself effectively both verbally and in writing.
- Successful completion of the required background check

BENEFITS

The benefits available to the Assistant to the Rector include:

- Competitive salary based on experience and the diocesan guidelines
- Health, dental, life insurance in accordance with diocesan policy
- Pension contributions following diocesan policy
- Four weeks of paid vacation annually including five Sundays
- Continuing Education stipend
- Housing in Bronxville

CONTACT

Candidates for the position of Assistant to the Rector should email a cover letter, resume, and list of names and telephone numbers of at least three professional references to the Rev. Dr. Kurt Gerhard, Rector (kgerhard@ccbny.org). The cover letter should explain what specific abilities and experiences make the writer an exceptional candidate for the position of Assistant to the Rector.

MISSION STATEMENT

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