

# Priest-in-Partnership Job Descriptions

**Gethsemane Episcopal Church - "The people had a mind to work"**

**Community Outreach P-in-P, Pastoral Life P-in-P and Priest in Community P-in-P**

Gethsemane is a small but mighty community in the heart of downtown, with a strong commitment to turning God's word into action and justice. It is an exciting time at Gethsemane as it strives to grow into its mission and dreams as a downtown ministry. Gethsemane as a whole embraces a spirit of collaboration and teamwork and seeks creative and innovative solutions to staffing, clergy, lay leadership, and the use of the various skills of community members. To that end, the clergy team will function as a team and not as a hierarchy, each sharing in moving forward the mission and ministry of the church.

The Priest-in-Partnership model at Gethsemane is budgeted for two years and will be reevaluated at that time.

Each Priest-in-Partnership shall co-lead as priest and spiritual leader, in communion with our Bishop. Where possible each priest will have their own responsibilities that should be carried out within the framework of the whole team but keeping primary responsibility with the assigned clergy. See individual listings below for specific tasks.

## **All Priest-in-Partnership positions shall:**

- With the Bishop's Committee, participate in strategic planning to carry out and clarify the Parish's goals and strategies.
- With the applicable lay leaders, develop and oversee a program of education, faith formation, and justice awareness for adults.
- Train and support volunteers and lay leaders to encourage their skills development and participation in programs and activities.
- Be an active leader for membership growth, in welcoming new members, in following up with visitors, and in engaging new members in the life of the church.
- Participate in the Episcopal ministry team, which meets at the Cathedral, as possible.

## **The Pastoral Life P-in-P shall:**

- Support the Pastoral Care team and applicable lay leaders in coordinating and overseeing pastoral care and providing for the spiritual welfare for members of the Parish. Coordinate with other P-in-P, where applicable.
- Oversee the sacramental needs of the parish – Weddings, Funerals, Baptisms, Confirmation, etc.

- Supervise and support applicable staff and administrative volunteers – Music Director, Book Keeper, Sexton, Office Volunteers, etc. Coordinate with other P-in-P, where applicable. Convene staff meetings as necessary.
- Represent clergy at the Bishop’s Committee meetings and serve as liaison between clergy team and BC.
- Regularly engage with the work of the Preaching team.
- Preach and preside one to two Sundays per month and be present at three Sundays per month.
- Have ownership of all canonical responsibilities with the Bishop of ECMN.

**The Community Outreach P-in-P shall: (position filled)**

- Oversee all Gethsemane outreach activities, innovating new ideas, new plans, supporting existing efforts and collaborating with Bishop’s Committee and applicable lay community members. (Includes Food Shelf, Garden, Food Justice, Racial Justice, LGBTQ community partner, etc.)
- With the Bishop’s Committee and appropriate lay leadership, supervise and support applicable staff and volunteers for outreach and justice activities.
- Work with appropriate lay leadership to develop a vision for usage of the Gethsemane property and provide support for meeting goals and expectations.
- Support and build relationships with the downtown community. Support and maintain current relationships and establish and build new collaborations. (Businesses, Churches, neighborhoods, people)
- Attend BC, Staff, and other church meetings, when applicable
- Regularly engage with the work of the Preaching team.
- Preach and preside one to two Sundays per month and be present at three Sundays per month.

**Priest in Community P-in-P shall: (position filled)**

- Support the Worship & Music Commission and other appropriate lay members in the planning of public worship.
- Coordinate with the clergy team the schedule for presiding and preaching at Sunday services, all Feast Days, and additional services, including engaging guest clergy and preachers.
- Coordinate the Preaching Team.
- Supervise and support applicable lay members that assist with liturgical activities – Acolytes, Vergers, Chalice Bearers, Lectors, Worship Environment, Healing Prayer, Usher/Greeters, Altar Guild, etc.
- Support the Sowing Seeds team in developing and overseeing a program of youth education and faith formation.
- Attend BC, Staff, and other church meetings, when applicable
- Preach and preside one Sunday per month and be present at two to three Sundays per month.