



## **Assistant to the Rector Job Description St. Mary's Arlington**

St. Mary's, Arlington, VA, just over the Potomac River from Washington DC, is looking to add a third person to our clergy team. This is an exciting time in the life of the parish as our long-serving rector prepares to retire this year. St. Mary's is one of the larger parishes in the Diocese of Virginia which in turn is one of the larger dioceses in the Episcopal Church, some 180+ parishes and missions with the Diocesan headquarters located in Richmond. Virginia Theological Seminary, the largest seminary in the Anglican Communion, is in nearby Alexandria. Several faculty members are parishioners, and we are blessed with a steady stream of seminarians.

The specific responsibilities for this position can be grouped under Pastoral Care and Adult Formation. Pastoral Care would begin with the way newcomers are cared for as soon as they cross the threshold of St. Mary's. Responsible for creating, training and developing a team for Newcomers and Welcoming ministry, this ministry would follow up ensuring that persons are being grafted into the Body of the Church. This position would also be responsible for cultivating and encouraging pastoral care for one another through fellowship opportunities, small groups, and pastoral care from clergy in immediate crises and longer-term ongoing care.

Adult Formation would include the planning of Adult Forums on Sunday mornings with the help and guidance of a committee. It would include the planning of all parish retreats and weekends (Shrine Mont parish weekend in June). A mission trip to our linked parish in Tanzania is also under

consideration as well as our annual Youth Mission Trip. Various short-term bible and book studies, Sacred Ground, etc. would also be organized and implemented. Helping persons to become more faithful disciples of Jesus is the goal and the purpose of all adult formation ministries.

We are hoping that the Holy Spirit will send us the right person at this time regardless of length of ordination and experience. The ideal candidate would be comfortable with the full range of ministry-preaching, celebrating, pastoral care, with emphasis on formation and fellowship. Together with the lay staff we understand ourselves to be collaborative in working style modeling (hopefully) the servant leadership incarnated in our Lord's ministry.

St. Mary's has a strong commitment to outreach designating 25% of our pledge and plate income off the top to the work of the larger church and care for our neighbors near and far. We are in relationship with the Anglican Communion as members of the Compass Rose Society and linked parishes in Tanzania and the Cathedral of St. Matthew in Renk, South Sudan.

This position is full-time with commensurate compensation and benefits.

If sensing a call, please send a cover letter, resume, and sermon to [search.committee@stmarysarlington.org](mailto:search.committee@stmarysarlington.org).