



St. Philip's
Episcopal Church
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ST. PAUL'S
EPISCOPAL CHURCH

Program Director, Part-Time

Walking with the Enslaved

A Pilgrimage Toward Truth, Reconciliation, and Hope

About the Opportunity

St. Philip's and St. Paul's Episcopal Churches are seeking a **part-time Program Director** for *Walking with the Enslaved: A Pilgrimage Toward Truth, Reconciliation, and Hope*—an experiential, faith-based program exploring the intersections of race, history, and faith in Richmond.

Working under the guidance of the Steering Committee, the Program Director will coordinate and manage the initiative, including overall program administration, communications and outreach, supervision and mentoring of docents, assessment and evaluation, and strategic development.

The Director also serves as a thought partner with clergy and the Steering Committee in areas such as fundraising, community and church engagement, and long-term planning. This role calls for a blend of organizational leadership, facilitation skill, historical understanding, and pastoral sensitivity—helping participants and partners engage difficult truths with courage, humility, and hope.

About the Program

Walking with the Enslaved is a collaborative initiative of St. Paul's and St. Philip's Episcopal Churches in Richmond, Virginia. The two Episcopal congregations share entangled histories that trace back to the period of enslavement. St. Paul's was directly complicit in enslavement and its aftermath, while St. Philip's, founded at the beginning of the Civil War, enabled the liberation movement within the Black community.

Emerging from years of historical reckoning, theological reflection, and practical testing, *Walking with the Enslaved* offers Spirit-led pilgrimages through several sites of enslavement and resistance in Richmond. These pilgrimages invite participants to confront the city's history and the Church's role within it, while fostering pathways toward healing, repentance, and renewal.

Vision and Mission

Walking with the Enslaved envisions communities of faith courageously confronting the legacy of slavery together—opening pathways toward reconciliation and shared wholeness. Its mission is to offer pilgrimages that integrate historical truth-telling, spiritual reflection, and theological depth, transforming both individuals and institutions through Spirit-guided engagement with history and the pursuit of justice.

Key Responsibilities

- Provide overall program leadership, management, and coordination of *Walking with the Enslaved* activities.
- Organize and manage pilgrimages and reflection sessions using the established routes and curriculum focused on Richmond's racial and religious history through a lens of faith and justice.

- Serve as a docent as needed, facilitating participant engagement through open-ended questions, readings, prayers, and contemplative practices.
- Ensure the program's historical content and interpretive framework are accurate, well-researched, and faithful to the initiative's theological grounding.
- Create and maintain a welcoming, inclusive, and spiritually grounded environment for participants.
- Supervise, mentor, and support docents, providing training and developmental feedback.
- Coordinate and staff Steering Committee meetings; collaborate on agenda-setting, documentation, and follow-up.
- Develop and lead a robust strategy for continued engagement of past participants and partner institutions.
- Coordinate marketing and communications efforts, including outreach to congregations, community organizations, and the public.
- Oversee logistics for pilgrimages and events, including scheduling, group coordination, accessibility, and materials preparation.
- Partner with clergy and lay leadership in strategic planning, fundraising, and community relations.
- Represent the initiative in public and ecclesial settings, embodying its mission and values with professionalism, empathy, and care.

Qualifications

Required

- Bachelor's degree or equivalent experience
- Two or more years in a leadership position that managed a project or team of employees
- Demonstrated leadership and management experience in community-based, historical, or social justice programs
- Expertise with racial justice principles, frameworks, and healing processes
- Proven skill in facilitation, education, ministry, or interpretive guiding
- Strong organizational and strategic planning ability
- Experience designing or implementing educational or reflective curricula
- Demonstrated ability to communicate across lines of difference and navigate emotionally charged topics with empathy and steadiness
- Excellent interpersonal, oral, and written communication skills
- Group process and coordination experience with diverse and multicultural communities
- Knowledge of or deep interest in Richmond's racial and religious history
- Commitment to racial justice, truth-telling, and reconciliation within a faith-informed context
- Proficiency in standard office software (Word, Excel, PowerPoint)
- Must be based in the Richmond, Virginia metro area or able to be regularly present in the city

Preferred

- A postgraduate degree
- Background in theology, history, museum education, or community engagement
- Experience facilitating discussions in faith-based or intergroup dialogue settings

- Knowledge of Christian liturgical or contemplative practices
- Experience working with diverse congregations, schools, or civic organizations
- Familiarity with nonprofit program evaluation and fundraising processes

Core Competencies

- **Program Management:** Oversees complex projects with attention to detail, timeliness, and mission alignment
- **Facilitation:** Guides group dialogue, encourages participation, and creates psychologically and spiritually safe spaces for reflection
- **Community Engagement:** Builds trust-based relationships and partnerships that deepen program impact
- **Racial Justice Orientation:** Understands and applies racial equity frameworks and practices of repair
- **Spiritual Maturity:** Integrates faith language and practice in an inclusive, invitational manner
- **Cultural Humility:** Listens deeply, honors multiple perspectives, and practices reflective self-awareness
- **Historical Integrity:** Communicates historical facts accurately and responsibly, grounded in research and empathy
- **Collaborative Spirit:** Values teamwork, feedback, and shared discernment across communities and institutions

Schedule & Compensation

- **Schedule:** Part-time, 0.6 FTE position, approximately 20–25 hours per week, including some weekends and evenings.
- **Compensation:** \$45,000 annually (0.6 FTE) with full benefits for individual.
- **Reports to:** Associate Rector for Community at St. Paul's and the co-chairs of the program steering committee

Work Environment

The position will be based at St. Phillip's Episcopal Church. Program activities occur both indoors and outdoors. Pilgrimages will involve walking up to three miles on uneven terrain and standing for extended periods. Reasonable accommodations will be provided as needed.

How to Apply

Please submit:

1. A résumé or CV
2. A letter of interest that describes prior experiences, skills, and interest in this project
3. A list of three references who can attest to your professional abilities and aptitude for this role

Send materials to personnel@stpaulsrva.org by **5:00 p.m. on December 22, 2025**, for optimal consideration. Applications will be accepted until the position is filled.