

## **Position Description for Associate Rector St. Peter's, Morristown**

St. Peter's Episcopal Church in Morristown, NJ is seeking a priest for the position of Associate Rector, serving as second in command to the Rector. The Associate Rector will assume a large portion of administrative and managerial responsibilities of the program staff, as well as pastoral and liturgical duties. The successful candidate would be of strong faith in Christ which they are able to articulate in a coherent and compelling manner, have a sense of humor, be loving and compassionate, have a strong sense of integrity, and be energetic and conscientious. Candidates should have at least 3-5 years experience in Pastoral Ministry or related fields.

St. Peter's is an historic parish of great distinction with a passion for worship, music, education, growth, service, fellowship and creativity. St. Peter's currently has two Sunday Eucharists at 8:00 and 10:15 a.m. with an average attendance of 250, weekly choral Evensong on Wednesdays, and a Eucharist on Thursday at noon. Worship at St. Peter's is largely traditional, and our music program is of particular note, with a semi-professional adult choir and a thriving chorister program, now more than 125 years old, fed in part by our outreach and after school programs and welcoming Guatemalan and Honduran children.

The Associate Rector would be heavily involved in all aspects of parish life at St. Peter's, including, but not limited to, the following:

**Outreach:** Located at the heart of Morristown, a short drive from New York City, St. Peter's is focused on active outreach to our changing community, which in recent years has experienced rapid and diverse growth. A bilingual Vacation Bible School, now in its fourth year, is held for six weeks each summer with 90 children in attendance. This camp has led to the formation of a new after school program which will offer enrichment with a choral focus to as many as 70 children five days per week. A new Healthy Choices Market offers fresh food to 100+ families per week. A free lunch is served to men and women on Saturdays. A successful candidate would show great enthusiasm for this work and commitment to its continued expansion.

**Newcomers:** People come to St. Peter's not only through worship, but through adult education, concerts, outreach programs, and many other avenues. The Associate Rector must be energetic in welcoming all people to St. Peter's and finding comprehensive and diverse ways to bring them into relationship with the parish. He must be a "bridge-builder," an extrovert at heart, always open to new relationships and connections.

**Worship:** The Associate Rector is responsible for oversight of the Ministers of the Liturgy (lectors, acolytes, Eucharistic ministers, etc.) and helps with the recruitment and training of these persons. The Associate Rector helps to plan liturgies in consultation with the

Rector and Director of Music, and ensures that the many details of the liturgy are looked after.

**Youth:** There are a number of opportunities to engage youth at St. Peter's. Presently, we offer Children's Chapel during the 10:15 service, Church School following the service, and Youth Group for children in middle and high school on Sunday afternoons. The Associate Rector is responsible for furthering the growth and development of Christian Education for youth at St. Peter's and for encouraging, recruiting, and guiding volunteers and staff related to this work.

**Lay Leadership:** Members of St. Peter's are actively involved in the many ministries and programs in the parish. The Associate Rector would be responsible for fostering and expanding these leadership roles, empowering newcomers and other members of the parish to fully express their talents. The ability to coordinate events and volunteers in conjunction with the parish calendar is essential.

**Pastoral Care:** The Associate Rector would share sacerdotal functions with the Rector, celebrating the Eucharist, preparing candidates for Baptism and Confirmation, counseling couples for Marriage, ministering to the sick and those in need, and officiating at Funerals.

**Staff Oversight:** St. Peter's has a staff of 9 full time employees. Full- and part-time staff reporting directly to the Associate Rector may include administrators, part-time clergy, and seminarians.

Benefits and compensation are commensurate with experience and in compliance with diocesan requirements; a large 4-bedroom, 2-bath duplex home with garage access is provided adjacent to the Church campus; excellent public and private schools in immediate area; health insurance and dental plan; Church Pension Group plan.

If you feel called to this position, please submit your cover letter, OTM portfolio, and résumé to the following address, or you may email them to [jbroderick@stpetersmorristown.org](mailto:jbroderick@stpetersmorristown.org). You may also call Janet directly at 551-208-6721.

For more information about the parish, please visit our website: [stpetersmorristown.org](http://stpetersmorristown.org)

St. Peter's Episcopal Church  
Associate Rector Search  
70 Maple Ave.  
Morristown, NJ 07960

Faithfully,  
The Rev'd Janet Broderick, *Rector*