



TRINITY EPISCOPAL CHURCH

3243 N. Meridian St., Indianapolis, IN 46208

(317) 926-1346 | trinitychurchindy.org

Assistant or Associate Rector

Trinity Episcopal Church, Indianapolis, IN

Classification Non-exempt: Reports to Rector of Parish

POSITION DESCRIPTION

Trinity Episcopal Church, Indianapolis seeks an energetic priest or transitional deacon to share in leadership of a resourced, vital urban parish of over 350 households. After halting a clergy search last year at the onset of the pandemic, we look forward to welcoming a creative collaborator to join our expanding team, with areas of oversight that match their strengths and passions: either in Outreach and Justice, or in Children and Families Ministries. The Assistant, like all clergy at Trinity, will also be a generalist, engaging in preaching, teaching, new member incorporation and especially pastoral care.

Trinity Church, founded in 1919 in the heart of midtown Indianapolis, is a diverse and dynamic church with a passion for outreach, music and liturgy, and spiritual formation for all ages. Our parish balances love for tradition with a desire to put faith into action. Trinity sustains vital community partnerships while creating new initiatives that respond to critical social needs. Our parish campus includes a preK-8 Episcopal school of 350 students as well as the Trinity Outreach Center, where we offer a weekly Sunday Dinner ministry. Our buildings house partner ministries, including an early learning center serving mixed-income families, a food pantry, a legal clinic, and a transitional home for teen mothers. We have a vital refugee welcome ministry and are developing Trinity Haven, Indiana's only dedicated residential facility for LGBTQ youth. We are in discernment about founding an Episcopal Service Corps house on our campus as well.

Trinity offers learning for parishioners of all ages. Before the pandemic, our nursery was full. Our Sunday School begins at age 4 and is anchored in the Godly Play curriculum. We have a vital Rite 13 and J2A youth program, with youth pilgrimages biannually. We have 12+ choristers and 40+ youth acolytes (pre-COVID). Our adult formation program is based in small groups and large forum learning opportunities. Before the pandemic we held two services on Sunday and were expanding to three.

Good verbal and written communication skills and the ability to work collaboratively are essential to this position. We seek a colleague who is warm, generous, flexible, imaginative, technologically savvy, curious and humorous, with a passion for Jesus Christ, experience with diverse populations, and strong liturgical and preaching skills. We are open either to a newly ordained priest/deacon or longer tenured priest.

Trinity is passionate about diversity. To reflect our worshipping community and the fullness of God's beloveds, we are eager for BIPOC and LGBTQ+ individuals to apply for this position.

DUTIES AND RESPONSIBILITIES include

For Outreach and Justice

- Oversee Sunday Dinner program and assist in its future discernment.
- Be a primary link of Campus Ministry partners to life at Trinity, and vice versa.
- Coordinate and develop all-parish service events.
- Engage Trinity parishioners with Justice/ Advocacy work in Indianapolis and beyond. Be representative to Faith-in-Indiana, a faith-based community organizing organization.
- Be an outward representative of Trinity in the larger Indianapolis community with activists, allies and future agency collaborators.
- Potentially engage in development of an Episcopal Service Corps house on Trinity's property.

OR, For Children and Families Ministries

- Develop and maintain an eclectic curriculum for Sunday school, ages PreK to 6th grade, and oversee (schedule, conduct and train leaders for) Children's Liturgy of the Word during primary Sunday service.
- Recruit and train leaders for Sunday School and other children's programs.
- Be primary pastor, communicator and evangelist for parents and guardians.
- Develop community events, summer programs, liturgies and outreach projects for children and families.

FOR BOTH:**Liturgical/ Pastoral**

- Share in leading worship, preaching, and the administration of the sacraments with the Rector and other clergy.
- Share the clergy team in pastoral visitation of shut-ins and the sick.
- Share in formation programs and oversee new member incorporation.

Diocesan

- Participate in the life of the Diocese of Indianapolis through attendance at clergy and Episcopal gatherings.

SKILLS AND CHARACTERISTICS

- Demonstrated experience with leading outreach and hospitality ministries and/or social services OR with children, education, and Christian formation.
- Lively, contagious Christian faith.
- Love of people of all ages.
- Pastoral, collaborative, dynamic, and thoughtful leadership style.
- Outstanding interpersonal and communications skills.
- Ability to work in teams, flexibility, good sense of humor.
- Ability to use technology, specifically Google, Microsoft Office and social media.

REQUIRED EDUCATION AND EXPERIENCE

- Priest or Transitional Deacon ordained in the Episcopal Church.
- Master's degree in Divinity.

SUPERVISORY RESPONSIBILITY

- Sunday Dinner Coordinator (part-time).
- **OR** Sunday School Coordinator (part-time).

Position Type and Expected Hours of Work

This is a full-time position. Days and hours of work vary with liturgical and staff schedules. At present the clergy staff work in hybrid capacity: partially from home, partially in offices.

Travel

Minimal travel is expected for this position.

Equal Employment Opportunity Statement

Trinity Episcopal Church is an Equal Opportunity Employer.

Other Duties

Please note this job description does not cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this position. Duties and responsibilities may change upon mutual agreement with the Rector.

TO APPLY

- Send resume and letter of interest to search@trinitychurchindy.org.
- Those received before March 1 will be advantaged.
- Please include OTM profile if possible.
- Applications will be considered as received, and until position is filled.

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