

# The Church of the Holy Spirit (Episcopal)

Knowing • Loving • Serving

God + Neighbor

Position Description: Assisting Priest (Full-time)

## PARISH DESCRIPTION

The Church of the Holy Spirit (CHS) is a growing congregation in Orleans on Massachusetts' Cape Cod, ninety miles from Boston. Our average Sunday attendance is 127 (with an additional 23 participating via a YouTube livestream). Gathered in 1933, the parish understands itself as a "yeararound" versus a seasonal worship community. We worship each week at a 10:00 a.m. Sunday service and an 11:00 a.m. Thursday service and will explore adding a weekend afternoon service after welcoming a new clergy member to our team. Our liturgical style is best understood as "broad church." In the past two years we have added about 40 new members and are taking deliberate steps to grow more deeply into Christ's call into Beloved Community.

Reflecting the demographics of Orleans and surrounding towns (Brewster, Eastham, Harwich and Chatham), a majority of our parish is retired. Our beautiful four-acre campus is active throughout the week and throughout the year with volunteers in our Free Shop, Craft House and at Galley West, our community-based art gallery. Adult Christian formation programs are enthusiastically received by our parish (Sunday education forums average attendance is 75-80; multi-week evening programs average 35-45). Weekly parish choir participation is between 25-30 voices. Assisting the rector with pastoral care is a committee of focused volunteers and Eucharistic ministers. We hope to offer more opportunities for group care and growth through deepening small group ministries (e.g., bereavement support, cancer support, men's group. Education for Ministry or "EfM"). Based on our understanding of area demographics and the number of recent retirees joining our community, a number of these will focus on the spiritual and social needs of those beginning life's "third chapter." In the past two years we have re-established (post-COVID) a children and youth ministry welcoming up to ten younger members weekly. In July and August our "Soar & Explore" program for grade school children offers (in lieu of program-year Godly Play) a weekly Sunday morning scripture meditation as well as demonstrations and tutorials from parish and area artists.

Through our outreach ministries we support over eighteen area non-profits – many of whom work to alleviate widespread hunger and homelessness that is not apparent to seasonal visitors to our region. Our campus Free Shop has offered "free clothing for the whole family" twice a week for 51 years. Finally, our summer Food4Kids Ministry works to end childhood hunger and promote literacy on the Lower and Outer Cape. Each summer weekday, we serve free meals and give away free books to 450 – 700 local Cape kids at local recreation and community programs, libraries, parks/public spaces. In 2024 we grew the program through the addition of a salaried half-time

executive director. Seasonal paid staff as well as volunteers both from our parish and wider community are essential support for Food4Kids.

## **JOB DESCRIPTION**

We are actively seeking a second priest in a full-time staff position, reporting to our rector and collaborating with him to provide for the spiritual welfare, pastoral care, Christian formation, and new member integration of our parish. We are offering the position for an initial contractual period of three years. Based upon the candidate's experience we are willing to structure the position as a curacy or as a traditional "assistant priest" role. Compensation conforms to diocesan guidelines for full-time clergy employment and benefits.

## **PRIMARY RESPONSIBILITIES**

- In close partnership with the rector, provides leadership and support to our Pastoral Care Ministries, including visitation, Eucharistic Visitors, Healing Ministries, and the development of new small group ministries. Provides for and oversees pastoral care for parishioners, including homebound and hospitalized members.
- Oversees Christian formation programming for children and youth and collaborates with the rector on adult Christian formation offerings.
- Shares in all sacramental rites of the church including celebrating, preaching, and preparing families for baptisms, weddings and funerals.
- Responsible for new member welcome/inclusion into the CHS community.
- With established lay leadership, partners to implement diocesan standards regarding Safe Church protocol and background checks for volunteers.

## **QUALIFICATIONS**

- A heart for pastoral care; sensitivity and ability to listen actively and non-judgmentally
- A passion for Christian Formation for people at every stage of life's journey
- Growing in faith, with a healthy prayer life and an eagerness to explore Christ's call to mission, justice and service; a pastoral presence at home in a church that values reverence without sanctimony
- Skilled in organization, administration, leadership, and collaboration; mature interpersonal skills
- Ability to work collaboratively and creatively with other lay and clergy leaders and staff
- Passion for preaching the gospel in a manner that engages and translates into the daily lives of parishioners
- Ordination in the Episcopal Church and knowledge of church structure, polity, and culture.

### **Next Step:**

Please submit cover letter, résumé, and OTM profile via email to The Rev. Patrick C. Ward, rector.  
([pward@chsorleans.org](mailto:pward@chsorleans.org))