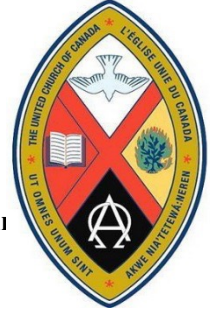


# University Hill Congregation

## Ministry Position Description



- Closing Date:** There is no closing date. We will begin reviewing applications in **January.**
- Application:**
1. Resume
  2. Letter explaining why you would like to explore the question of call with us. (2 pages maximum)
- Position Title:** **Congregational Minister**  
**University Hill Congregation**
- Position Profile:** **Full-time**  
Solo (although associated with the UBC Campus Ministry)

### Position Summary

The Congregational Minister is the Christ-centred, spiritual leader of University Hill Congregation, working closely with the congregation as we seek to rediscover the way of Christ for the sake of the world. The minister is responsible for overseeing worship, preaching, discipleship formation, pastoral care, and administration. He or she will be a compassionate leader who works innovatively and with integrity, with high standards and cultural sensitivity. Our congregational minister will have his or her own strengths, weaknesses and areas of interest to bear on this work, and is not afraid to demonstrate the joy that life in Christ brings.

### Worship

The Congregational Minister will be responsible for the worship and sacramental life of University Hill Congregation. The Congregational Minister will work with a Worship Committee to guide a community that is deeply, joyfully and creatively rooted in the great Christian tradition.

The sermon is a central aspect of the life of University Hill Congregation and is the primary vehicle for faith formation. The Congregational Minister recognizes its role as passing on the treasure of the Good News, as well as it challenging and encouraging the congregation to live a life that reflects a Christian calling. The preaching is dynamic and casts a vision of Christian living that the several generations represented in our church can feel called into and embodied in their lives.

The Congregational Minister works with the Minister of Music and Director of the Singers to ensure that the theme and dynamics of the preaching are supported by the dynamics of all other aspects of worship, including the music. He or she also coordinates the service with the worship leaders (Lector, Worship Elder) and Children's Education Minister. He or she will regularly participate in children's time and story during worship.

**Leadership**

The Congregational Minister works with the Session and the Stewards to formulate and implement strategies that inspire and encourage the congregation to grow spiritually and faithfully. The Congregation has identified several areas that it feels need attention at this point in its life (see “Moving Forward” in the Congregational Profile). The Congregational Minister will take lead responsibility in addressing those.

**Pastoral Care**

A regular responsibility is to provide individual pastoral care through home and office visits:

- crisis care
- bereavement care, preside at funerals
- re-framing life-stories biblically & theologically
- building long term pastoral relationships
- contact/visit new attendees

**Community Outreach and Social Justice**

University Hill Congregation has a long relationship with First United Church of the Vancouver Eastside; the Congregational Minister will honour and nurture this connection in ways respectful to that community. Building and enhancing relationships with other community organizations, including the university campus and westside United Churches, are also responsibilities of the Congregational Minister. The congregation wishes to continue along the path of reconciliation with the aboriginal peoples of Canada, maintaining and building upon our long-standing hosting of a dinner during the Native Ministries Consortium Summer School.

**Faith Formation and Christian Education**

The Congregational Minister leads faith formation and educational opportunities for the congregation, and works in cooperation with the Children’s Education Minister throughout the year to support the children’s education program. He or she takes advantage of a number of initiatives that have been developed, but are not limited to:

- Wednesday morning Bible at Breakfast study group: weekly, year round
- Fall, Winter, and Spring mid-week evening study groups (dinner & discussion)
- Using the weekly email to further inform and educate the congregation on various topics of relevance
- Organizing the congregation for the annual Lenten devotional book
- Supports the participation of lay members for various roles during the Sunday service.

**Christian Seasons Calendar**

An essential work of the Congregational Minister would be an active role in assisting to design and promote the Christian Seasons Calendar. The Calendar is one of the significant ways the congregation exercises its evangelistic calling, introducing many to the alternate calendar of the Christian community. It is also a key revenue generating initiative. The calendar’s success historically has relied on its promotion through the minister’s networks and regular endorsement internally and externally.

**Administration**

The Congregational Minister takes initiative in providing guidance and direction to the congregation and gives appropriate support to its members. He or she is pro-actively co-operative in working with the congregation and, in particular, its Session, Stewards, Leadership Team, and Staff, displaying leadership, collegiality and flexibility.

Communication is a very important part of Congregational Minister's responsibilities to ensure smooth administration of the church, including but not limited to:

- Weekly congregation-wide email communication;
- The use of the congregation's web page;
- Communicating throughout the week on an individual basis with the congregation members via email and in person to addressing comments and concerns.

**Denomination and Communities**

The Congregational Minister is actively involved in the life of Vancouver-Burrard Presbytery, BC Conference and the General Council. The Congregational Minister is encouraged to uphold the congregation's reputation and network at the national church level. Additionally, he or she is expected to maintain an active and positive working relationship with the Vancouver School of Theology.

**Employment****Terms of Employment:**

The United Church Manual, The United Church Employment Guidelines, the original Call/Appointment Form, and any relevant Provincial Legislation shall be used as terms of employment for this position.

Increments of salary and benefits, consistent with national United Church schedules, are to be determined by the Ministry and Personnel Committee after consultation with the Session and the Session.

**Continuing Education:**

The Congregational Minister will, in consultation with the Ministry and Personnel Committee, pursue a personal program of continuing education which responds to both the spiritual growth of the minister and that of the congregation.

**Accountable to:**

This position is in partnership with and accountable to the Session for work in the congregation. Oversight and support of the professional life of the Congregational Minister is through the Ministry and Personnel Committee. This position is accountable to BC Conference in matters of discipline. This position has a relationship of support and collegiality with the members of Vancouver-Burrard Presbytery.