

POSITION: ASSISTANT MINISTER

St. Matthew's Episcopal Church
P. O. Box 293
Bedford, New York 10506
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Rector: Terence L. Elsberry

Bedford is a community of 17,500 people, mostly professionals, in a lovely setting 40 miles north of New York City. A high percentage commute to Manhattan.

St. Matthew's is a parish of 1,500, dating from 1692. The current church building, dedicated in 1810, is situated on 67 acres, 2 ½ miles north of Bedford Village on Route 22.

The active, energetic and committed congregation is evenly distributed by age. Sunday worship services are 8 A.M. Holy Eucharist (alternating Rite I and Rite II), 10 A.M. Holy Eucharist (alternating Rite I and Rite II) on the first and third Sundays, Morning Prayer on the second and fourth, and a 5 P.M. Holy Eucharist Rite II. Church School coincides with the weekly 10 o'clock service. There is a high emphasis and encouragement of lay involvement in the areas of Vestry, commissions, committees, worship, Church School, property and outreach.

JOB DESCRIPTION, ASSISTANT MINISTER, ½ Time, 20 Hours per week

- Confirmation: Responsible for preparation of eighth grade class to be confirmed at yearly June bishop visitation. Monthly classes, retreat, outreach, and liturgical practice are part of the program.
- Wednesday Holy Eucharist and Bible Study: Responsible for the weekly Eucharist with healing and homily. Bible Study is group led, and ranges from straight up Bible study to other texts that engage scripture and life.
- God's Garden: Weekly preschool chapel service that seeks to expand on children's inherent understanding of the wonder of creation. Seeks to align with the baptismal prayer to foster joy and wonder in all God's works.
- Acolytes: Responsible for training and scheduling of acolytes for all services.
- Assist the Rector in all phases of ministry; liturgical, preaching, pastoral, administration

Please send a resume to Maud Bailey at mbailey@stmatthewsbedford.org if interested in applying for this position. Initial interviews will begin in early Fall.