

**The Episcopal Church of the Advent  
Spartanburg, South Carolina  
The Episcopal Diocese of Upper South Carolina  
Full-time Associate Rector for Pastoral Care**

**Do you want to be part of a vibrant church and an exciting community? Well, this position is for you!**

The Rector of the Episcopal Church of the Advent, seeks to appoint a full-time Associate Rector for Pastoral Care.

Pastoral care is one of the most highly valued ministries which touches the lives of our congregation according to a recent survey of our parish. Recognized regionally as a leader in pastoral care, this vital ministry involves over 90 parishioners working closely with our clergy in providing sensitive and responsive attention to those experiencing pastoral needs.

Founded in 1848 and located in downtown Spartanburg our parish remains a centerpiece of the local community, and is seen as a leader in giving generously both financially and in volunteer service to a variety of area agencies and organizations. We are also recognized for our support of and participation in interfaith initiatives and for contributing greatly in both time and money to the diocese. Our Vision Statement, *That Christ's light be seen in us*, is the inspiration and guide for everything we do.

Spartanburg is located in the foothills of the Blue Ridge Mountains and is celebrated for its quality of life. It has premier outdoor venues; trails; and dog, skate and recreational parks, as well as dynamic theatre, art and music enriching our culture and community. Spartanburg is a great place to live, work and play for all ages.

**The Job Description for the Associate Rector for Pastoral Care**

1. Includes pastoral and priestly care within the parish and its parochial entities, appropriate involvement in the larger community on behalf of the parish, and sharing in the mission, life and ministry of the Diocese in accordance with the Ordinal and Catechism of *The Book of Common Prayer*.
2. Serves at the pleasure of the Rector and will share in the overall priestly duties within the parish.
  - a. Leads worship (officiating, celebrating and preaching) on Sundays and other days as called for, including baptisms, weddings, funerals, etc.
  - b. Teaches one class (either of Christian Formation on Sundays or as another offering during the week).
  - c. Supports and serves with other members of the staff, both clergy and lay.
  - d. Serves in other capacities as need arises and after having discussed with the Rector.
3. Will focus his or her efforts and will have responsibility primarily in the areas associated with the title of Associate Rector for Pastoral Care. They include, but are not limited to:

- a. Visiting and staying in touch with parishioners in need of Pastoral Care and administering the Reserved Sacrament as called for.
  - b. Working with our lay-led Guild of St. Francis and St. Clare by offering guidance and direction to the 90+ volunteers of the eight divisions: young families, short and long term care, flower and card ministries, lay pastoral visitor, bereavement, and food freezer.
  - c. Supporting other pastoral groups such as the Cancer Support Group, Blood Donor Program and the Daughters of the King.
  - d. Informing the Rector of Pastoral needs of parishioners.
  - e. Keeping a current prayer list for the parish and insuring it is included in the service bulletins.
4. Works a schedule of five days per week.
- a. The Associate Rector for Pastoral Care is to reserve two full days each week, or the equivalent thereof, for personal or family responsibilities, care and recreation. In general no more than three evenings per week are expected to be committed to parochial ministry.
  - b. It is mutually recognized that the nature of some of the congregational responsibilities requires the Associate Rector for Pastoral Care be available 24 hours per day. Using a rotation system, this responsibility is shared with the other clergy on staff

**If interested, please contact Libby Adamson at [ladamson@churchofadvent.org](mailto:ladamson@churchofadvent.org) or (864) 504-3696. For more information about The Episcopal Church of the Advent, please visit our website [www.churchofadvent.org](http://www.churchofadvent.org) .**