

Christ Church Cody Ministry Assistant Job Description

Christ Church in Cody, Wyoming seeks a creative, flexible, enthusiastic, and committed fulltime ordained or lay ministry assistant.

About us: Christ Church is a midsized pastoral church in a rural western town with a government, tourist, and traditional ranching and resource extracting based economy. We gather in political and theological diversity as the body of Christ in this place. We host an Episcopal Service Corps program. We partner with a local Episcopal Retreat Center just outside of Cody. We manage two thrift stores called Bargain Box. We commit to serving our neighbors, especially those on the margins. We are open to trying new ways of being church and we remain faithful to our traditional roots.

About the Ministry Assistant: Christ Church seeks a ministry assistant to share in the work of the rector: administration, worship, pastoral care, formation for all ages, and outreach. We are looking for candidates who have experience and desire to serve in one or more of these areas. Christ Church also seeks a ministry assistant to support a culture change that turns us ever more outward toward our neighbors: neighbors who are nones and dones, neighbors who dwell on the margins, and neighbors who are doing the work of God already and outside our walls. While we believe we are “welcoming” to our neighbors, we desire someone to lead us to become more inviting and more responsive to the faith needs of others.

To learn more about our liturgical style please follow our Facebook or You Tube pages:

<https://www.facebook.com/christ.church.cody/> or

<https://www.youtube.com/channel/UCrW9fv4cZPFwspGTj74m3Pw>

To learn more about how we practice ministry please visit our website at

<https://www.christchurchcody.org>

To learn more about the Wyoming Service Corps, Thomas the Apostle Center, and Bargain Box Stores

<https://www.wyomingservicecorps.org> and <https://www.tacwy.org> and

<https://www.facebook.com/BargainBoxCody>

The culture of the Episcopal Church in Wyoming is accepting and innovative, open to new forms of worship while remaining true to Episcopal Church values and polity.

<https://www.episcopalwy.org/>

Cody, WY

<https://www.codychamber.org>

Principle Responsibilities:

Administration

- Recruit, form, and support partners in all areas of ministry
- Organize and lead meetings
- Utilize multiple methods of communication (in person, phone, written, social media) to keep ministry partners informed
- Assist in coordinating and planning stewardship of buildings and grounds

Worship

- Participate in all forms of worship
- Share in leading worship on team of 6 (Celebrate and Preach if ordained, Preach if lay)

- Design and recruit for non-traditional worship offerings

Pastoral Care

- Visit and provide eucharist to homebound and hospitalized members
- Coordinate Lay Eucharistic Visitor Team
- Provide a listening presence for emerging pastoral needs in the congregation and community

Formation

- Participate in and support adult formation at Christ Church on Sundays, weekdays, and evenings
- Share in leading formation activities with the Formation Committee
- Provide support for Godly Play children's program, Rite 13 youth programs, and seasonal youth and children's activities

Outreach

- Sit in on Mission Committee meetings and visit the Bargain Box Stores to learn about Christ Church outreach
- Work with interested parishioners to create new hands-on outreach; creating community meals, First Stop support volunteers, or laundry love

Develop a Missional Culture at Christ Church

- Research the Cody and Park County faith context and share with congregation
- Build teams to explore and learn more about unchurched neighbors
- Lead small experiments to connect people at Christ Church in a direct way with people who do not participate in a faith community
- Communicate with groups and leaders at Christ Church the challenge and opportunities for connecting more deeply with unchurched neighbors

Qualities and Qualifications:

- Responsibilities are wide ranging and flexible depending on applicant's experience and interests.
- Possesses strong, centered belief in necessity of spiritual faith with ability to mentor and motivate
- Demonstrates passion for and demonstrated experience working new ways of growing faith in unchurched settings
- Has sincere compassion for the marginalized and devotion to the cause of betterment for others
- Is enthusiastic about challenge of working in and forming new communities
- Possesses a keen imaginations, takes initiative, and is self-motivated
- Is able to work both independently and collaboratively to determine and redefine future vision and goals, and able to work easily with colleagues, clergy, and lay leaders
- Shows enthusiasm for learning about and honoring spiritual beliefs and practices of other cultures
- Feels comfortable in very occasional outdoor or remote overnight settings
- Feels gratitude for a surround of rustic environment
- Drives in difficult winter or off road conditions

Education or Experience:

Open to lay or ordained candidates with a master's degree or equivalent

Must have previous relevant work experience

Compensation: (full time position includes Sundays and travel)

Salary range is from 45,000 to 60,000 for 12 months, depending on experience and qualifications. Health insurance, retirement plan, vacation, and continuing education leave and business/travel reimbursement are included.

Application Deadline, December 15th, 2022

To apply: please send resume, cover letter, and references to:

christepischurch2023@gmail.com

Subject line – Ministry Assistant Search

Or

Christ Episcopal Church
Attn: Ministry Assistant Search
PO Box 1718
Cody, WY 82414