

Associate Rector

St. Matthew's Episcopal Church

St. Matthew's is a vibrant, inclusive, and growing parish seeking an energetic and visionary **Associate Rector**. We are a community that loves deep liturgy, meaningful fellowship, and the "messy middle" of living out the Gospel. If you have a heart for the margins and a knack for inviting people into a life of faith we want to meet you.

The Mission

The Associate Rector will work closely with the Rector in implementing the church's vision through overseeing the programs and ministries of the parish. You will provide pastoral leadership, with a specific mandate to hold our gaze outward. You will be the custodian of our **Evangelism** strategies and the heartbeat of our **Outreach** ministries.

Key Responsibilities

- **Evangelism & Welcome:** Oversee the "front door" experience. You'll lead the Newcomer Ministry, ensuring seekers are integrated into the life of the parish, and develop creative ways to share our story in the local community.
- **Outreach & Justice:** Serve as the primary liaison to our local mission partners (food pantries, shelters, advocacy groups). You won't just manage a budget; you'll empower parishioners to get their hands dirty in service.
- **Liturgical Leadership:** Share fully in the sacramental life of the parish, including preaching, celebrating the Eucharist, and officiating at weddings, funerals, and baptisms.
- **Pastoral Care:** Assist in the spiritual care of the congregation, visiting the homebound and providing counsel to those in transition.

This job description is a general outline of responsibilities and qualifications and is not intended to be exhaustive. Other duties may be assigned as needed by the Rector.

Who You Are

- **An Episcopal Priest or Lutheran Pastor:** You are canonically resident (or eligible for transition) in the Episcopal Church or a denomination with whom we are in full communion.
- **An Extroverted Strategist:** You enjoy meeting people at the local coffee shop just as much as you enjoy organizing a service project.
- **A Storyteller:** You can articulate the Way of Jesus in a way that resonates with both the "cradle Episcopalian" and the "spiritual but not religious" seeker.
- **Collaborative:** You thrive in a team environment and believe that ministry is most effective when the laity are empowered to lead.

The Details

- **Position Type:** Full-time.
- **Compensation:** Competitive salary following Diocesan guidelines, including full medical benefits, pension (CPG), and a continuing education allowance.
- **Paid Time Off:** Per policy of Episcopal Diocese of Texas, thirty days per year, including four Sundays.
- **Continuing education:** Per year, diocesan policy designates 14 days leave including two Sundays each year with full pay and allowances for continuing education.
- **Medical insurance** (including dental and vision for cleric and cleric's family), **pension plan, sabbatical offering** (2 weeks accrue per year, with 3-month sabbatical after 6 years of service), per Diocese of Texas Policy.
- **Maternity/Paternity Leave:** Provided per EDOT policy. Clergy must negotiate the length of leave with the Vestry and Rector.

A Note on Our Culture: At St. Matthew's, we value authenticity over perfection. We are looking for a colleague who brings their whole self to the office—humor, questions, and quirks included.

How to Apply

Interested candidates should submit the following to the Rector, The Rev. Katie Leuba, at katie@stmattsaustin.org:

1. **Current Profile**
2. **Cover Letter** (Tell us why evangelism excites you, not just your resume highlights)
3. **Resume/CV**
4. **Links to two recent sermons** (Video preferred, audio or text accepted)

An initial screening will follow with a formal interview process with the rector and leadership of the Church. Hiring for this position is contingent on satisfactory completion of a background check and certification in the Diocese of Texas's Safe Church Program.

St. Matthew's is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all clergy.