



## Vacancy

The Church of St. Andrew and St. Paul,  
Montreal, Quebec, Canada

Title: **Associate Minister for Community Connections and Care**

Work Schedule: **Full-time position**

The associate minister will collaborate with the lead minister to establish clearly defined areas of responsibility. Along with worship, teaching and preaching responsibilities, this individual will work to ensure connectivity between the various ministries of The Church of St. Andrew and St. Paul, and also between the church, organizations and people in the wider community.

In its decision to call an associate minister, the Kirk Session has opted for a 'tiered' staffing configuration in which the responsibility for leading the congregation, in partnership with the session, is divided between the ministers of Word and Sacrament. The lead minister, as head of staff, holds responsibility with the session for the congregation's overall ministry. The associate minister is responsible to the presbytery and accountable to the lead minister for ministerial duties, and, in addition, has special responsibility to develop both connections within the congregation and extensions of our community outreach, in consultation with the session. This staffing configuration follows the guidelines of The Presbyterian Church in Canada, and a full description of the 'tiered' staffing model as described in the PCC document "Multiple Minister Congregations" can be found at <https://presbyterian.ca/resources/resources-ministry>.

### Vision for Role

It is important to match the strengths of our future associate minister with the vision and values of our congregation so that we might continue to grow as a vibrant and caring Christian community. To that end, we have undergone an extensive and highly participative visioning process. (For more information, please see our "What's Next" Report, available at <https://www.standrewstpaul.com/wp-content/uploads/2019/09/Whats-Next-Report-To-Session-11-09-2019-Web.pdf> )



## Position Profile

The associate minister will share with the lead minister the ministry of worship, teaching and preaching (at least once per month), and will actively provide pastoral and community care. In addition, the special focus of this ministry will be to broaden and deepen our connections with the surrounding community, and to strengthen connections within the congregation. Duties and responsibilities will include the following:

- Enhance our community witness through mission and evangelism by helping the congregation establish more and stronger connections to the community, taking full advantage of our location in a city that is a multi-lingual, multi-ethnic university hub;
- Develop goals, and organize initiatives that further the mission of the congregation;
- Develop innovative programmes for postsecondary ages and young adults;
- Facilitate the connection between individuals and ministries within the church, and foster new connections between the congregation and the surrounding community;
- Plan for and share in the training of leaders for the church's programmes;
- Encourage a sense of belonging for all ages within the congregation, with special attention to newcomers;
- Equip the church members by helping them to make the word of God and Christian faith relevant to their lives, and by encouraging them to grow in basic spiritual discipline; and
- Fulfill such other duties as may become necessary in the developing life of the congregation.



## Qualifications

### *Education and Experience*

Is a minister of Word and Sacraments in The Presbyterian Church in Canada, or has been declared eligible by the Education and Reception Committee of The Presbyterian Church in Canada to be received in this role;

Has a minimum of 3 years' experience, related to the requisite skills and competencies.

### *Skills and Competencies Required*

Has strong relational skills and is able to interact easily with all members of the congregation irrespective of the members' background in life;

Possesses an ability to listen and work with the many committees and groups within the church, assisting them in carrying out their tasks;

Values teamwork and is able to draw out the vision of the congregation; allows these insights to inform his or her own vision for the congregation;

Exemplifies the Christian faith in his or her own life;

Is willing to accept the community role that comes with being a minister in a large urban congregation, located in downtown multi-lingual Montreal;

Appreciates the ongoing value and significance of our rich heritage and tradition, and is able to envision new possibilities for the future;

Embraces the experience of working in a highly energetic congregation with a variety of interests, history and backgrounds;

Has the ability to work with MS Office and Google Suite, and is comfortable helping our church grow its web and social media presence.

Is a good communicator, possesses conflict resolution skills, has the ability to inspire others and has a good sense of humour.



### *Special Qualifications*

A working knowledge of French, or a willingness to learn, is a requirement for living in Montreal and working at The Church of St. Andrew and St. Paul. The Presbytery of Montreal has specific requirements respecting the French language. If a candidate does not meet the language requirements as defined by the Presbytery, it now requires that clergy being called to a congregation acquire sufficient skills in French before beginning to serve. The Presbytery pays for the initial courses in either immersion or intensive language training and the usual stipend is paid during the training period. This French language training is also available for the spouse. Subsequent language education will be encouraged and supported by the church.

### **Compensation and Benefits**

Compensation is based on the experience and qualifications of the candidate and will meet or exceed all requirements of The Presbyterian Church in Canada, including housing, study leave and vacation allowance as well as normal benefits and pension contributions.

### **Objectives**

Annual objectives for this position will be established with the lead minister and the Kirk Session at the beginning of the calendar year.

**For further information, please contact The Reverend Ian Fraser at  
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