WHOM WE ENTHUSIASTICALLY SEEK:

Saint Michael and All Angels Episcopal Church, one of the largest Episcopal churches in the United States, seeks a dynamic, energized candidate as our next Associate for Mission and Outreach, a full-time executive level position. The Associate for Mission and Outreach coordinates all aspects of Mission and Outreach in a congregation of over 6,000 members. The successful candidate will have real-life experience creating and implementing Mission and Outreach initiatives, as well as practicing executive leadership in a multi-staff environment. Although this announcement is intended for ordained leaders, both ordained and lay leaders are encouraged to apply; the right fit is more important than ordination status.

DUTIES AND RESPONSIBILITIES:

- Build Christian disciples for a transformed community.
- Partner with Saint Michael’s executive team, embracing the team’s commitment to Collaborative, Loyal, Effective, Kind, and Growth-Oriented leadership.
- Increase the number of parishioners engaged in Mission and Outreach.
- Grow the current Mission and Outreach programs of the Church and cultivate new opportunities that fit within the mission of the Church.
- Serve on the executive team, helping to shape strategic focus, manage staff and volunteers, and foster a culture of accountability.
- Provide oversight, coordination and strategic guidance for all Mission and Outreach activities, including the Mission and Outreach Committee and other major parish service initiatives.
- Collaborate with the church’s All Angels Foundation regarding projects, grant applications and awards, and expansion of the mission.
- Strengthen relationships with current community partners, assess the effectiveness of and prioritize these partnerships, and identify new opportunities for collaboration.
• Keep records of outreach projects and develop metrics to measure member engagement.

• Participate in international mission trips supported by Saint Michael and equip other clergy to participate as well.

• Collaborate with other departments (i.e., Formation, Pastoral Care, Worship and Liturgy, Communications, Advancement, Operations, and Finance) to efficiently utilize resources and ensure positive outcomes across Saint Michael.

• Represent Saint Michael at local, national, and international forums as it relates to Mission and Outreach, and host appropriate speakers and conferences at Saint Michael.

• If ordained, participate in the full sacramental and liturgical life of the parish.

WE EXPECT OUR NEXT ASSOCIATE FOR MISSION AND OUTREACH WILL BE…

• A faithful Christian
• Loyal to Saint Michael and All Angels Church and The Episcopal Church
• Dedicated to mission and outreach with prior experience in the field
• A confident, effective speaker who listens very well
• An excellent leader, teacher, and organizer of volunteers
• A dependable, energetic achiever who holds herself/himself to high standards of job performance, spiritual engagement, and ethical behavior
• A high-energy, vibrant personality who genuinely enjoys being with people
• Technically adept and an effective communicator across all communities within the parish, specifically comfortable with the Microsoft productivity suite
• Respectful of confidentiality
• An experienced supervisor – able to delegate and oversee the work of others

We plan to accept applications through January 31, 2022, and hope to make a call to our new Associate by March 1, 2022. If you would like to apply or learn more, please send a letter of interest and a resume to:

Ms. Kristen Burk  
Executive Assistant to the Vice Rector  
Saint Michael and All Angels Episcopal Church  
8011 Douglas Avenue  
Dallas, TX 75225  
kburk@saintmichael.org
OUR HISTORY

SAINT MICHAEL AND ALL ANGELS EPISCOPAL CHURCH

At the end of World War II, the Rt. Rev. Harry T. Moore, Bishop of the Diocese of Dallas, established a new parish for the growing area then referred to as “North Dallas.” A group of 32 people met for their first worship service on a hot August Sunday in 1945 at the University Park YMCA.

Since its humble beginnings, Saint Michael has grown to become one of the largest Episcopal churches in the United States, serving nearly 6,000 communicants. In 1948, our founders built a Gothic stone structure, which is now the Saint Michael Chapel. Later, a two-story church-school building was added and over the intervening years the campus was expanded to meet the needs of new ministries and increasing attendance.

Today, Saint Michael is surrounded by high-rise office towers and retail shops to its north and east, and residential communities to its south and west.

We believe that people are drawn to the parish for the same reasons our founders sought to establish the church more than 75 years ago. People come to Saint Michael and All Angels to worship God in the dignified beauty of the liturgy and the music, seeking the sacraments and Christian Formation for their children and themselves. They come to be comforted and reconciled, and to be inspired to live out their baptismal vows in service to God and neighbor, expressing a Christian faith that does not require one to disengage their God-given mind. They come to find supportive Christian friends who are loyal companions and who stand by them in sorrow and in joy.
DALLAS, TEXAS

Dallas is a vibrant city, the commercial and cultural hub of a wide area of North Texas. It is a cosmopolitan city, the ninth largest in the U.S., and the seat of Dallas County, which comprises 30 cities and a population of 2.6 million. The larger Dallas-Fort Worth-Arlington area, known as the Metroplex, is home to 7.6 million people and is the fourth largest metropolitan area in the country.

Dallas, long known as “Big D,” was founded in 1841 as a trading post on the Trinity River and has grown into a financial, business, and cultural center. The Metroplex has the largest concentration of publicly traded companies in the U.S. The cultural assets range from a downtown arts district, a world-class symphony orchestra, an arboretum, a zoo, and the annual State Fair of Texas. Dallas is known as a sports center, boasting five major professional teams. And, the area includes a number of higher education institutions, such as Southern Methodist University, the University of Texas at Dallas, and the University of Texas Southwestern Medical Center.