



artisan church

Executive Pastor

Artisan Church (Rochester, NY) is seeking a part-time executive pastor with strong administrative and communication skills to collaborate with an existing staff, including a founding pastor who is reducing hours from full time to half time.

The Executive Pastor collaborates with the Senior Pastor and other staff in caring for the people of Artisan Church and implementing the church's mission and values. This pastor approaches church administration **through a pastoral lens** in order to facilitate healthy spirituality by improving and maintaining the systems and structures that sustain church life.

Candidates should be committed to:

- ongoing spiritual formation
- inclusivity and social justice within the church and the broader community
- faith as trust rather than certainty
- an expansive understanding of God and God's love for and welcome of all people.

Artisan's community and staff have been blessed and stretched by the work of such thinkers as Rachel Held Evans, James Cone, St. Teresa of Ávila, Fr. Richard Rohr, St. Ignatius of Loyola, Peter Enns, and Eugene Peterson (to name a few). If you have resonated with this work, you are likely to be a great fit with us!

To apply, please submit your resume and a cover letter to Kristen Clineburg, chair of the hiring committee, at jobs@artisanchurch.com. The cover letter should be conversationally worded; we want a glimpse of your personality, not a formal document.

Candidates from traditionally marginalized and/or underrepresented populations are strongly encouraged to apply.

Primary Roles and Responsibilities

Pastoral Administration: Provide leadership and strategic guidance to support the vision and mission of the church in a way that keeps the “big picture” of church life in view when implementing details. Collaborate with the senior pastor and other staff members on strategic planning that facilitates spiritual growth and community outreach. Oversee the church’s calendar, aiding in organizing events, meetings, and special services, and ensuring effective communication of relevant information to the congregation.

Preaching and Teaching: Prepare and deliver meaningful and thought-provoking teachings two Sundays per month, communicating biblical principles, a theology of love and welcome, and accessible real-world application.

Secondary Roles and Responsibilities

Secondary roles will include some of the following, delineated in collaboration with the staff and Leadership Team in accordance with candidate’s unique skills:

Program and Ministry Coordination: Work closely with the staff and ministry team leaders to coordinate and facilitate various programs and ministries within the church. Recruit, train, and supervise staff and volunteers, fostering a culture of teamwork and fulfillment. Support and empower volunteers in their respective areas of service.

Pastoral Care: Assist the senior pastor in providing spiritual guidance, counseling, and pastoral care to congregation members, including hospital visits, counseling sessions, weddings, funerals, and prayer. Foster a nurturing and compassionate environment within the church community. Develop strong relationships with members. Serve as one point of contact for needs within the community, and effectively address or delegate. Provide a welcoming environment to ALL, caring for attendees across diverse backgrounds and at various stages of their spiritual journey.

Worship Leadership: Collaborate with the pastoral staff and lay leaders in planning and leading worship services. Selecting appropriate scripture readings, liturgy, and prayers to create cohesive, impactful community experiences. Assist in delivering announcements, communion, and encouragement of giving.

Requirements

- Bachelor’s degree in theology, ministry, or a related field (Master’s degree or commensurate experience preferred)
- Ordained or licensed minister with a suitable denomination, or willingness to obtain these credentials
- Demonstrated commitment to progressive and/or post-evangelical Christian theology
- Proven experience in church leadership and administration

- Fully affirming of LGBTQ+ individuals in all aspects of the church, including marriage, leadership, and preaching
 - Strong written and verbal communication skills with the ability to communicate vision and teaching to a diverse audience
 - Highly organized and efficient with time and resources
 - Strong interpersonal/relational skills and the ability to work collaboratively with diverse teams and individuals
 - Ability to think strategically and implement practical solutions
 - Proficiency in Planning Center or a willingness and capacity to learn this tool
 - Adherence to a high standard of ethical conduct and confidentiality
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Compensation and Benefits

This is a 20-hour salaried position. Base pay range is \$23,000 – \$33,000, negotiated based on education and experience.

Benefits include a 5% retirement contribution and unlimited PTO.

Work hours and location (other than Sundays) are very flexible.