



**The Packanack Community Church of Wayne
United Church of Christ**

120 Lake Drive East, Wayne, New Jersey 07470
(973) 694-0608 Office@Packanackchurch.org
www.Packanackchurch.org
Senior Minister, Rev. Julia Bertalan

Position Description: Associate Minister

Who We Are

Packanack Community Church is a progressive Christian congregation in Wayne, NJ. We are an Open and Affirming Congregation of the United Church of Christ striving to “Put God’s Love in Motion” by living out faith beyond the walls of our sanctuary. We seek to help one another discover our God-given gifts so we can have greater meaning, purpose and direction in our lives. We work to bring hope, peace, joy, and love to people, through ministries of mercy and justice, with a spirit of gratitude for all our blessings and a vision of caring for one another’s needs.

We are actively seeking an innovative, inspiring, inclusive leader to serve as our Associate Minister to build our children and youth ministries and work collaboratively with our Senior Pastor.

Where We Are

Packanack Community Church finds itself in a place of hope, excitement, and new energy as we explore ways to be relevant and engaging in these changing times. We hired a new pastor in 2020 and are now seeking an Associate Minister.

We are looking for a devoted and passionate leader to join our team. The Associate Pastor's primary role is to shepherd our Youth and Young Families Ministries. This person will also share general pastoral duties with our Senior Pastor, including pastoral care, teaching, and preaching. The Associate Pastor will work collaboratively with the Senior Pastor to define areas of primary and shared responsibilities. This position will have considerable autonomy within defined areas of responsibility.

It is expected that over time and as opportunities arise the ministers may negotiate new ways to share the work and best reflect the complementary gifts, passions and preferences of both clergy. This is a position with room for growth and flexibility.

What We Are Bringing To You

- A warm, long-standing, family-friendly community.
- Work closely alongside our Pastor.

- Support from the Christian Education Committee, UCC, and Young Families Group.
- Opportunity to grow with our church.

What Your Responsibilities Will Be

Primary Focus: Youth & Young Families Ministry

- Assist with Sunday School curriculum and development.
- Create and share a 3-5 minute children's sermon during worship.

Secondary Focus: Partner with Senior Minister

- Opportunities to preach and offer sacraments.
- Collaborate with the Senior Pastor to coordinate and lead engaging worship services.
- Participate in the life of the congregation and assist in pastoral duties as needs arise (teaching, counseling, visitation, etc.).

Other Responsibilities

- Attend weekly in-person staff meetings.
- Maintain UCC Safe Church Policy.

Community Engagement

- With assistance, use social media, blogging, and/or local publications to advertise and engage with the community about our children's programs.

Who You Are

- You are working toward or hold a Master of Divinity
- You are committed to the Progressive Christian faith, and able to convey it authentically in a way that encourages the faith of others.
- You have a passion for sharing God's love with children.
- You are able to use stairs.

If This Sounds Like You

Apply if you think we are a good match by providing a resume and cover letter via e-mail to:

office@packanackchurch.org

What You Should Know

You will report to the Senior Pastor.

Hours: Part time, seasonally varied, approximately 20 hours per week. We are hoping to grow this into a full time position.

Paid Time Off: Four weeks of vacation, including four Sundays plus sick time. Two of these Sundays are to be in the summer.

Location: Hybrid during the week. Attendance on Sundays, holidays, and occasional evenings.

Compensation: \$27,000 - \$30,000 annually.

Benefits: Available through UCC at employee expense.