



---

**THE AFRICAN EPISCOPAL CHURCH OF SAINT THOMAS  
(OVERBROOK) PHILADELPHIA**

---

**MINISTRY POSITION DESCRIPTION  
ASSOCIATE TO THE RECTOR FOR PARISH LIFE AND YOUTH MINISTRIES  
(FULL-TIME)**

**SKILLS, GIFTS AND PASSIONS FOR MINISTRY**

- AN ABILITY TO WORK COLLABORATIVELY AND CREATIVELY, TEACHING AND LEARNING IN COMMUNITY
- AN ABILITY TO COMMUNICATE THROUGH CONVERSATION: I.E. SPEAKING, WRITING, AND USING TECHNOLOGY AND MEDIA IN MINISTRY
- CARE FOR ONE'S OWN SPIRITUAL AND PHYSICAL HEALTH / GROWTH: I.E. SABBATH TIME, PRAYER LIFE, STUDY, WORSHIP, ETC.
- PASSION FOR CREATIVE LITURGY
- PASSION FOR CHRISTIAN FORMATION FOR ALL AGES: I.E. BIBLE CLASSES
- PASSION FOR PASTORAL CARE AND VISITATIONS

**RESPONSIBILITIES / EXPECTATIONS / SUPERVISION**

- REPORTS DIRECTLY TO THE RECTOR AND IS UNDER THE SUPERVISION OF THE RECTOR
- MAINTAINS REGULAR DAILY OFFICE HOURS, UNLESS AWAY ON PASTORAL DUTIES, VISITATIONS OR MEETINGS
- FULFILLS WEEKLY PASTORAL VISITATIONS TO HOSPITALIZED AND INFIRM PARISHIONERS
- CREATES AND NURTURES THE YOUNG ADULT MINISTRIES OF THE PARISH, INCLUDING OUR STUDENTS AWAY IN SCHOOL AND NEIGHBORING ST. JOSEPH'S UNIVERSITY
- ASSISTS AND PARTICIPATES IN ALL LITURGICAL ACTIVITIES
- EXERCISES OTHER PASTORAL DUTIES AS REQUESTED BY THE RECTOR (PREACHING, PRESIDING, COUNSELING, BIBLE CLASSES, ETC.)
- AVAILS HERSELF/HIMSELF FOR EMERGENCY CALLS WHEN THE RECTOR IS AWAY ON BUSINESS, VACATION, OFF DAYS, ETC.)
- PARTICIPATES IN THE GENERAL LIFE AND MINISTRIES OF THE PARISH AND PERFORM SUCH OTHER DUTIES AS REQUIRED BY THE RECTOR.

**RESPONSIBILITIES SPECIFIC TO YOUTH MINISTRIES**

- MUST BE ENERGETIC, CREATIVE AND PASSIONATE ABOUT WORKING WITH YOUTH;
- MUST RECRUIT YOUTH TO BECOME ACTIVE MEMBERS OF THE PARISH;
- MUST ORGANIZE / DESIGN / REVAMP / CREATE DYNAMIC OPPORTUNITIES FOR YOUTH MINISTRY;
- MUST RECRUIT AND WORK WITH ADULT LEADERS FOR YOUTH
- MUST SUPPORT AND WORK WITH THE LEADERSHIP OF CHURCH SCHOOL, SCOUTS, GFS, ACOLYTES, AND ANY OTHER YOUTH MINISTRY OF THE PARISH.

*THE ABOVE IS NOT AN EXHAUSTIVE LIST OF DUTIES AND RESPONSIBILITIES. SUCH DUTIES AND RESPONSIBILITIES MAY BE CHANGED FROM TIME TO TIME BY THE RECTOR AS NEEDED FOR THE FURTHERANCE OF THE PARISH'S VISION AND ITS MEMBERSHIP.*

**CONTACT:**

THE VERY REV. CANON MARTINI SHAW, 17TH RECTOR OF THE AFRICAN EPISCOPAL CHURCH OF ST. THOMAS  
6361 LANCASTER AVENUE, PHILADELPHIA, PA 19151 | (215) 473-3065 | [WWW.AECST.ORG](http://WWW.AECST.ORG) | [FACEBOOK.COM/AECST.ORG](https://FACEBOOK.COM/AECST.ORG)

**SEND LETTER OF INTEREST, BIO AND OTM PROFILE TO: THE VERY REV. CANON MARTINI SHAW  
FRMARTINISHAW@AOL.COM AND RECTOR@AECST.ORG**

---