



Unitarian Universalist  
Congregation at Shelter Rock  
**Human. Kind.**

## Minister for Congregational Life

A unique opportunity to contribute and grow as a member of a dynamic ministerial team in a distinctive, Northeast congregation, reporting to the Lead Minister.

**Pastoral Care: Primary provider of congregational pastoral care for all ages including spiritual support, compassionate listening, and companioning. Facilitate spiritual healing and encourage a sense of connection and belonging to the congregation.**

- Provide pastoral care to members of the UUCSR community, including hospital and other site visits, as needed. Work with the Lead Minister and other ministers to balance needs and workload in providing pastoral care.
- Keep Lead Minister and other ministers informed about pastoral care needs and advise about the need to engage directly in pastoral care
- Supervise, the Caring Coordinator and coordinates support as needed with consulting Social Workers.
- Maintain referral lists of local agencies, mental health professionals, and others, which may be needed for congregants
- With Caring Coordinator, manage pastoral care record keeping within the pastoral care section of the Congregation's membership database and relay information as appropriate to ministers, staff, lay leaders
- Provide monthly statistics to the Board of Trustees on the type and amounts of pastoral care services provided to the membership
- Serve as ministerial liaison for and consultant to Caring Committee
- Support, coordinate and orient Lay Chaplains and Community Captains and other lay leaders providing pastoral assistance. Provide or coordinate initial and ongoing training in partnership with the Caring Committee and Caring Coordinator
- Function as the primary ministerial team representative to the Caring

**LEAD MINISTER AND MINISTER OF LIFESPAN RELIGIOUS EDUCATION:** The Reverend Dr. Natalie M. Fenimore

**DEVELOPMENTAL MINISTER:** The Reverend Jaye Brooks

**MINISTER FOR PASTORAL CARE:** The Reverend Jennifer L. Brower

**CONGREGATION OPERATIONS ADMINISTRATOR:** Adam Barshak

**VEATCH EXECUTIVE DIRECTOR:** Joan Minieri

**MINISTERS EMERITI:** Dr. Barry M. Andrews, Dr. Paul S. Johnson

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## Committee

- Officiate, along with other ministers, at rites of passage ceremonies which mark milestones and transitions

## **Worship Leadership: Participate in worship services, worship planning. Join with ministers, Music Director, staff and lay leaders in developing welcoming, responsive and varied worship experiences for all ages.**

- Plan and participate in worship on Sunday morning and Friday evening
- Collaborate with worship planning team, including in-person, hybrid, online and social media worship presence
- Participate in Children's/Family worship services as needed

## **Governance Participation: Along with other ministers and lay leaders, maintain a presence and provide information to advance good governance policies and procedures.**

- Attend UUCSR governance meetings to include meetings of the Caring Committee, Board of Trustees, Congregation, and other governance bodies as coordinated with the Ministry Team and the Board of Trustees
- Provide information for the monthly Report to the UUCSR Board of Trustees
- Attend staff meetings and ministers' meetings
- Engage the Congregation in regular communication, including through the Quest, regarding the quality of ministry and the status of the congregational community
- Be an accessible and visible presence at congregational meetings, forums, retreats, fellowship activities, and other events in coordination with Lead Minister
- Work with the Ministry Team and Congregation Operations Administrator to support the effective governance and operations of the Congregation
- Position reports to the Lead Minister.

## **Wider Unitarian Universalist and Community Participation: Maintain an active learning ministry through relationship with other UU ministers and local ministers. Make a commitment to lifelong growth and learning.**

- Be a member of the UU Ministers Association and participate in its activities as appropriate
- Attend UUA General Assembly
- Participate with local ministers' groups
- Take part in continuing education

## Core Competencies

1. **Integrity and Spirituality:** Possess and adhere to values consistent with Unitarian Universalism – and have behavior consistent with these values and ethics. Demonstrate personal spiritual grounding and trustworthiness. Is accountable. Builds and maintains trust. Articulates clear and consistent theology.
2. **Preaching and Teaching:** Consistently effective preaching and worship leadership. Communicates a clear message with well-prepared and thoughtful sermons and presentations.
3. **Interpersonal Skills:** Demonstrates compassion and empathy. Uses active listening skills. Maintains appropriate professional relationships and boundaries.
4. **Oral and Written Communication Skills:** Comfortable speaking in a variety of settings. Effective in addressing factual and controversial topics. Good writing skills.
5. **Program Management Skills:** Manages programs and projects effectively. Understands congregational structures. Designs and implements plans with timely and effective outcomes. Demonstrated ability to supervise.
6. **Initiative and Creativity:** Demonstrates initiative for self and congregation. Is highly motivated and thinks creatively.
7. **Teambuilding and Collaboration:** Understands and identifies common interests and works as part of a team, with fair and respectful dialog.
8. **Organizational Skills:** Demonstrates good time management skills, meets goals, punctual, and dependable.

## Specific Prerequisites:

1. Fellowshipped Unitarian Universalist minister
2. Respect for the Unitarian Universalist Principles
3. Support for and understanding of the UUCSR mission and vision
4. Covenantal relationship with other ministers
5. Demonstrated competency in pastoral ministry
6. Ability to work onsite and to use technology for hybrid work

The Unitarian Universalist Congregation at Shelter Rock is an equal opportunity employer and committed to diversity and inclusion in the workplace