

First Congregational, UCC Longmont  
Designated Term Pastoral Associate

First Congregational, UCC Longmont is looking for a designated term Pastoral Associate for a 4 month term beginning September 1, 2024. This position is 20 hrs/week. The Pastoral Associate will work closely with the Senior Minister to provide pastoral leadership while we search for our next Minister for Community Faith Formation.

UCC Longmont is an Open and Affirming, Creation Justice church in the United Church of Christ with a commitment to non-violence and expansive welcome. We are a vital, engaged congregation.

Our worship services are contemplative in nature. While they include many elements of traditional liturgical worship, this is blended with contemplative practices and congregational involvement.

We value intergenerational experiences in all areas of church life, including worship, service projects, and the work of our ministry teams.

**Job duties:**

- Plan worship 2 Sundays/month (roughly every other Sunday). This includes preaching, preparing the order of service and coordinating the participation of other staff and lay people
- Engage the church community in service opportunities at UCC Longmont and in the broader Longmont community. This includes projects we currently have planned, as well as exploring and planning for future projects.
- Support the youth minister in planning for youth group and additional opportunities, assist in supervising Sunday morning childcare staff.
- Serve as the main point of contact for children and intergenerational ministries, including coordinating children's church and our impromptu, intergenerational Christmas pageant. We have a strong volunteer team for children's church, and a curriculum for fall will be in place already.
- Coordinate and/or lead adult faith formation, including a fall book study and a special offering in Advent.
- Communicate upcoming events through the church newsletter, social media and church bulletin; assist with proofreading the newsletter and bulletin each week.

**Qualifications and Skills**

This role is open to clergy or non-clergy and includes these qualifications:

- Experience in a ministry setting. Congregational ministry experience preferred.
- Strong preaching and worship leadership skills.
- Collaborative approach to work. We have a team-based approach within the staff as well as between the staff and congregation.

- Creative and open to experiments in worship and congregational life.
- Relationship builder, particularly around possibilities to build on our service and mission with wider community.
- Pastoral care. While the Senior Minister will be primarily responsible for pastoral care, the pastoral associate will be a crucial part of the team in listening to congregational needs and relaying pastoral care needs.
- Experience teaching people across the age span.
- General office and administrative skills; ability to collaborate using Google docs, email and Zoom

### **Application Process**

Please send a cover letter and resume or Ministerial Profile to [search@ucclongmont.org](mailto:search@ucclongmont.org). Applications will be considered on a rolling basis, and the job will remain open until filled.

### **Compensation and benefits**

This is a contract position \$4000 per month for 4 months. Unpaid time off or remote work to facilitate time away during the contract period may be worked out with the Senior Minister.

A background check will be required for the successful applicant.

### **Interest in long-term position**

The Pastoral Associate is not expected to be part of the discernment process for the settled position, and will not engage in the work of the hiring committee. Therefore, the Pastoral Associate may be eligible to apply for the settled position when it becomes available. If the Pastoral Associate is interested in the settled position, their Ministerial Profile or appropriate resume and job application will be considered before the position is advertised elsewhere.