



THE PARISH

Executive / Associate Pastor



About The Parish

The Parish is a church community in Alpharetta, Georgia, founded in 2014. We seek to be deeply shaped by the way of Jesus as we practice Christ's life together. We value a simple and present approach to church, rooted in a conviction that Christ holds us together around His table.

Rooted in the rich history and broad scope of the Anglican Church, we emphasize streams of spiritual formation, sacramental imagination, contemplative practice, and communal presence.

Worship gatherings at The Parish are intentional, lively, and relaxed. Amidst coffee and conversation, we gather around modern (but simple) music, guided spiritual practices, honest sermons as invitations into Jesus' story, and the celebration of the Eucharist set against historic liturgy.



We endeavor to embody a fresh expression of our ancient faith, blending the great traditions of the historic Church to become a people who are deeply formed, prayer-filled, others-oriented, Kingdom-directed, and Spirit-dependent.

Following the example of the first century Church, we pattern our life together in a rhythm that includes both whole-church worship (most Sundays) and once-per-month Sunday gatherings in mid-sized House Church communities.

Our beliefs are best expressed in the Church's foundational creeds (the Apostles' Creed, the Nicene Creed, and the Athanasian Creed). We practice being united amidst differences, seeking to become a community of refuge and pathway; a presence-driven church; a *via media*; a people blessed, broken, and given by Christ for the life of the world.

Role Overview

We are seeking an **Executive / Associate Pastor** to join our team. This pastoral leadership role is primarily organizational in nature, yet includes meaningful ministry responsibilities. The hybrid nature of this role will require both *operational* and *pastoral* giftings, and the work will include both *doing* and *leading*.

The Executive / Associate Pastor will carry diverse responsibilities, summarized in the following:

1. *Oversees day-to-day ministry operations, executes organizational work, and carries responsibility for strategic projects.*
2. *Provides intentional leadership to our staff and community while directing and synthesizing the staff's diverse work (in collaboration with the Lead Pastor).*
3. *Offers pastoral presence and spiritual leadership to our community through formation content creation, teaching/communication, small groups, and pastoral care.*



THE PARISH AT A GLANCE

Tradition: *Anglican Church of North America*
(Diocese of *Churches for the Sake of Others*)

Weekly Attendance: 250 across 2 services

Staff Size: 7 (3.5 full-time equivalent)

THE ROLE AT A GLANCE

Position: Executive / Associate Pastor

Reports To: Lead Pastor

Position Type: Full-Time Salaried
(Housing Allowance & Ordination Possible)

Responsibilities

Organizational Leadership

- ▶ **Ministry Operations** (Strategy & Execution)
 - Collaborates with the Lead Pastor and staff to shape and accomplish ministry strategies, plans, and projects within the framework of our communal values and way of being.
 - Anticipates and develops the big picture while ready to zoom in, roll up sleeves, and work as a “utility infielder” on various organizational projects within our small team.
 - Develops and refines various church systems and structures, such as communications, volunteer models, calendar rhythms, protocols and policies, and software systems.
- ▶ **People Leadership** (Staff & Lay Leaders)
 - Provides dotted-line supervision, experienced guidance, and intentional support to our staff.
 - Carries and coordinates the big picture work of the staff, while holding the diverse details of each team member’s current projects.
 - Works with the staff, vestry, and lay leaders to quarterback key initiatives, develop people, improve processes, build teams, shepherd relationships, and articulate vision.
- ▶ **Facilities** (Relationship Management & Future Development)
 - Stewards relationship with external partners we lease from, including worship space, office space, and overflow parking, as well as city officials and others.
 - Leads the church’s efforts (in collaboration with the Lead Pastor, vestry, and other consultants) to discern and implement the long-term facility needs of the church.
- ▶ **Finances** (Protocols & Projections)
 - Develops and refines financial processes to promote budget adherence with fiscal stewardship and transparency and may be involved in ongoing budgeting or fundraising.
 - Oversees day-to-day financial work, such as making deposits, managing donations, processing expenses, and communicating with our external accounting firm.

Pastoral Leadership

▸ Communication & Formation (Teaching & Content Development)

- Comfortable preaching and teaching multiple times per year, and regularly crafting portions of the worship gathering (liturgies, guided reflections, prayer practices, etc.)
- Competent communicator in large, small, and interpersonal contexts with experience developing spiritual content for corporate worship, small groups, and reflective prayer.

▸ Presence & Care (Pastoral Imagination)

- A shepherd with the heart and training to be present to others as they find their place in the church or journey through difficult seasons.
- Experienced in traditions of spiritual formation, soul care, and spiritual direction, and comfortable being a part of a team developing and guiding contexts for deeper formation and story-sharing.





Spiritual Profile

- ▶ Embodies the values of The Parish:
 - *Present*: Intentionally invests time in loving presence with God and others.
 - *Simple*: Lives at a sustainable pace while embracing limits and unhurried living.
 - *Healthy*: Engages spiritual formation, gracious truth-telling, mental/emotional health, and relational reconciliation.
 - *Generous*: Generatively lives and gives with a servant-hearted, others-oriented posture.
 - *United*: Growing in capacity to love, embrace, and make thoughtful room for others with different stories, personalities, and perspectives.
- ▶ Works from the overflow of a pastoral posture: *Discerning how God is at work in our community and valuing God's work in individual lives as more important than any organizational objective, problem, or agenda.*
- ▶ Harmonizes the *work* of our church with the *way* of our church, honoring and bringing the unique Parish culture to bear on our teams and tasks while staying attuned to our values and guiding our operational work congruently.
- ▶ Engages the inner journey of spiritual formation and emotional wholeness as part of a team that prioritizes a healthy, humble, honoring, honest, and servant-hearted culture.
- ▶ Understands ministry to be a secondary commission that overflows organically from life as God's beloved child.
- ▶ Enjoys and senses a call to the unique gifts and challenges of vocational ministry (enthusiastic about contributing to the work of The Parish while aware of the particular difficulties and complexities that often accompany that work).

Professional Profile

- ▶ This role calls for the competencies of an Integrator / Executor:
 - Possesses a high standard of excellence, a detailed, task-oriented personality, broad organizational competencies, technological acumen, communication gifts, and a spiritual formation background/perspective.
 - Finds joy in the practical work of organizational and ministry leadership.
 - Can envision big-picture strategies and notice intricacies and small details.
 - Is deeply intentional and desires to do things excellently (without taking any of it too seriously or striving for perfection).

- ▶ This role is designed for someone who enjoys wearing several hats and switching gears often:
 - On any given day, this person may juggle both high and low-level responsibilities: Seeing the big picture *or* tracking little details; crafting creative content *or* crafting a spreadsheet; sitting down at a computer *or* sitting down with a person over coffee.
 - This role calls for someone experienced and at ease with complex organizational and interpersonal dynamics, but also happy to roll up their sleeves and do mundane work.
 - We have an “all-hands-on-deck” staff culture and are not a large enough team to be able to have overly specific lanes or “management-only” roles.

- ▶ The person best suited for this role is comfortable with and capable of:
 - Self-starting and follow through, both entrepreneurially beginning and thoughtfully finishing projects with pastoral intentionality (whether independently or collaboratively).
 - Anticipating needs, taking initiative, implementing plans, making decisions, and tracking work to its completion.
 - Leading from the second chair and feeling at ease behind the scenes or out in front.
 - Communicating clearly, thoughtfully, and non-anxiously in person and in writing, to both large audiences and interpersonally.
 - Interacting in a humble, healthy, and grounded way with a variety of personalities and complex tensions.

Practical Training, Skills, & Experience



Highly Preferred

- ▶ Seminary degree or masters in a related field, or demonstrable commensurate experience.
- ▶ 5+ years experience in local church or non-profit leadership roles. Training, experience, and gifting in ministry leadership are vital to this position.

Preferred

- ▶ Experience in software systems, such as:
 - Planning Center
 - Microsoft Office (Word, Excel, Powerpoint)
 - Google Docs
 - Pro Presenter
 - Adobe Illustrator / Photoshop
 - Wordpress
 - Mailchimp
 - Project management tools (Todoist, Trello, etc.).

Bonus

- ▶ Prior experience in various ministry contexts, such as:
 - Small Group Leadership
 - Preaching / Teaching
 - Justice / Missional Initiatives
 - Youth Ministry
 - Media / Production

The Right Fit

You may want to serve at The Parish if:

- You would enjoy a contemporary and casual church community rooted in traditions like the Eucharist, Church calendar, the lectionary, Book of Common Prayer, and spiritual practices.
- You love to work on a team that loves doing this work together, enjoys creative collaboration, serves one another, and truly prioritizes personal and spiritual health over work agendas.
- You are deeply authentic and desire humility and honesty.
- You are people-centric in your management style.
- You want to foster deep community with people you know by name.
- You want to lovingly and appropriately build structure and are willing to adapt that structure as the church changes and experiments.
- Outside the Creeds, you hold theology with open hands.
- You enjoy seeing different traditions of historic faith expressed in one church.

You will not want to serve at The Parish if:

- You desire a high Anglican church experience (we use liturgy but locally and simply) or dislike all forms of liturgy.
- You are looking for a non-denominational, evangelical, seeker-oriented, or overly-reformed church experience.
- You prioritize programs, objectives, and organizational growth in ministry over people and presence.
- It will drive you crazy that we shut down Sunday services once per month to gather in living rooms instead.
- You do not affirm and actively support women in ministry leadership roles.
- You have hard political allegiances/ideologies or only want to go to church with others who see theological, social, political, and cultural issues the same way.



Our Values

1

Present

We desire to be fully present to God and others. We then embody God's presence as we love our neighbors, being fully present to those entrusted to our care.

- *We make space daily to interact with God.*
- *We invite God's transformation through the Scriptures.*
- *We engage regularly in corporate worship.*

2

Simple

In a complex world, we find peace in simplicity. We practice rhythms of margin and rest, accepting our limits as a gift from God and creating space for the slow work of God.

- *We embrace silence and solitude.*
- *We practice rhythms of rest and margin.*
- *We ruthlessly eliminate hurry.*

3

Healthy

Jesus desires to thoroughly transform us by healing our inner brokenness and restoring us to wholeness. As we actively surrender the deeper parts of our lives to Christ, we can begin to truly love both our neighbors and ourselves.

- *We pursue emotional, mental, and relational health to love others well.*
- *We invest deeply in God-given relationships.*
- *We serve from an overflow of growing union with Christ.*

4

Generous

Rather than comfortably consuming spiritual goods, we sacrificially practice the way of Jesus by releasing our need for comfort, certainty, approval, and security.

- *We prioritize the needs of others over personal comfort.*
- *We serve and give generously to the mission of the Parish.*
- *We take our place in God's restoration while caring for the marginalized and poor.*

5

United

We are a people among whom those who look or think differently can be united in love and fellowship, centered on the person and grace of Jesus Christ.

- *We walk with others as we love and listen, recognizing that difference need not lead to division.*
- *We bridge cultural, racial, economic and gender divides for Christ.*
- *We embrace the gifts and guide of the global and historical Church.*

About Alpharetta, Georgia

Named the best place to live in the Southeast by Spacewise and the 7th friendliest town in the U.S. by Forbes, Alpharetta is located between the vibrant city of Atlanta and the beautiful north Georgia Mountains.

Alpharetta is a community with a character uniquely its own: part Southern, part cosmopolitan, but always down-to-earth and accessible. Alpharetta offers tranquil street locations, high rises, appealing neighborhoods, and wooded escapes. It also boasts Avalon, an 86-acre mixed-use destination with over 100 retail shops, a theater, hotel, and more than a dozen restaurants.

The Parish gathers for worship at the Kalen Center (pictured below) in the heart of Alpharetta, and our charming office space is located in the city's center, an easy walk to coffee shops, restaurants, breweries, and trails.

Families attend the church from a radius of five counties surrounding Alpharetta, including the towns of Roswell, Johns Creek, Milton, Cumming, Woodstock, Canton, Dunwoody, and more.

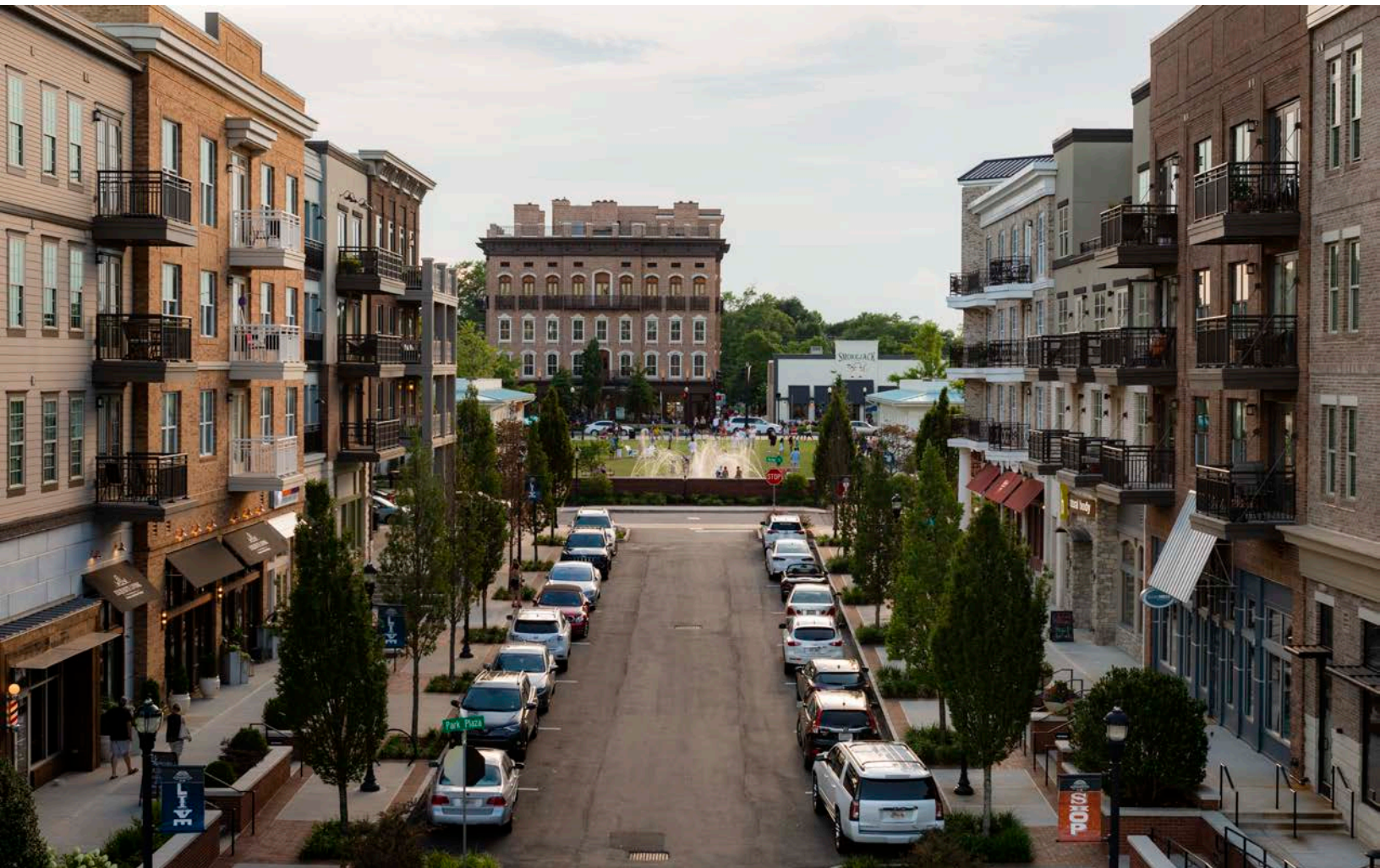


Alpharetta is a suburban community of about 65,000 people. Located in Fulton County, it sits about 30 minutes north of Atlanta. The median age is 41 and median household income is \$141,400. The population is about 55% white, 22% Asian American, 11% African American, and 8% Hispanic. With more than 90,000 students, the Fulton County School System is Georgia's 4th largest school system and the largest charter system. Some of the top-performing schools in Fulton County can be found serving Alpharetta.

With over 25 parks and a 9-mile enclosed greenway trail, Alpharetta boasts an abundance of green space. The Alpharetta Recreation and Parks Department provides year-round sports, activities, and special events and is nationally accredited and recognized for its outstanding programs for children, adults, and seniors.

A list of awards and accolades of the City of Alpharetta include:

- ▶ *#1 Best Place to Live in Georgia (2024, Studyfinds)*
- ▶ *#1 Best Suburb in Georgia (2023, Niche)*
- ▶ *#1 Place Where Business is Thriving (2015, Entrepreneur)*
- ▶ *#1 Best Place to Live in the Southeast (2023, Spacewise)*
- ▶ *#1 Best "Outside the Perimeter of Atlanta Downtown" in Georgia (2024, Urbanize)*
- ▶ *#2 Best Place to Raise a Family in Atlanta (2022, Niche)*
- ▶ *#9 Safest & Most Affordable City under 100,000 People (2024, Money Geek)*
- ▶ *#16 Best Neighborhood in America (2017, Niche)*
- ▶ *Top Area for Tech outside Silicon Valley (2022, Suburban Jungle)*



Apply or Learn More

If you believe this opportunity may be a fit for you, we welcome you to apply.

Send a resume and cover letter to careers@parish.community

You can learn more about The Parish on our website at parish.community

Thank you!

