Associate Pastor of Community Care and Formation
Grace United Church of Christ
Frederick, MD

Status: Part-Time (15 Hours a Week)

Position Summary
The Associate Pastor of Community Care and Formation is a part-time United Church of Christ ordained (or ordainable) pastor who shares the pastoral responsibilities and leadership of our congregation. In alignment with our identity as an explicit Open and Affirming (ONA) congregation within the United Church of Christ (UCC), this role blends progressive faith formation with a ministry of deep relational presence.

The Associate Pastor of Community Care and Formation oversees the spiritual life and education of our children, youth, and families, while actively coordinating our congregational care and visitation ministries. Working in partnership with the Senior Pastor, the Associate Pastor ensures that our theological values of inclusion, social justice, and God's extravagant welcome are woven through every generation.

Scope of Work and Essential Functions

1. Lifelong Faith Formation (50%)
   - Children & Sunday School: Oversee, evaluate, and choose progressive, justice-oriented curricula for Sunday morning programs. Recruit, train, and support lay teachers and volunteers.
   - Youth Ministry: Provide vision and direction for middle school and high school youth groups. Organize meaningful service projects, confirmation classes, and regional UCC event participation.
   - Intergenerational Engagement: Develop holistic programs that bridge generations, encouraging shared theological exploration, spiritual practices, and community service.
   - Faith Exploration and Study: Plan and Facilitate Bible Studies throughout the year.

2. Community Care & Visitation (30%)
   - Pastoral Presence: Provide empathetic pastoral care, spiritual counseling, and crisis intervention to congregants facing grief, illness, transition, or isolation.
   - Visitation Ministry: Direct and conduct regular visits to homebound members, hospital patients, and those in care facilities.
   - Lay Care Team: Train and empower a volunteer lay visitation team to expand the reach of the church's care network.

3. Collaborative Worship & Word (20%)
   - Preaching: Step into the pulpit on a regular rotational basis (approximately once per quarter) to deliver progressive, intellectually engaging, and socially conscious sermons.
   - Sacraments: Assist in officiating the sacraments of Baptism and Holy Communion, as well as weddings and funerals in cooperation with the Senior Pastor.

Approved by Council on Tuesday, November 17, 2026

Core Competencies

- Progressive Theological Grounding: Ability to articulate Christian faith through a lens of social justice, liberation theology, and total inclusion.
- Relational Care Intelligence: Deep empathy, listening skills, and the capability to serve as a non-anxious presence during human crises.
- Collaborative Leadership: Highly skilled at recruiting, motivating, and organizing lay volunteers across multiple age demographics.

Qualifications & Requirements

- Education: Master of Divinity (M.Div.) degree from an accredited seminary or completion of an alternative path to ordination program.
- Ecclesiastical Standing: Ordained minister in the United Church of Christ, or an ordained minister in another denomination who is eligible for Ordained Ministerial Partner Standing. Candidates currently in the UCC "MID" process nearing ordination and/or persons eligible for Lay Ministerial Standing will also be considered.
- Alignment with UCC Marks: Demonstrated maturity and growth across the UCC Marks of Faithful and Effective Authorized Ministers.
- Background Check: Must pass a standard criminal background check and the UCC sexual misconduct screening process.

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