

# **Metropolitan Community Church of Toronto (MCC Toronto)**

## **Associate Pastor (or Manager) of Programs and Congregational Care**

**Position Title:** Associate Pastor (or Manager) of Programs and Congregational Care

**Hours:** Full Time (40 hours per week), with benefits and vacation after 3-month probationary period

### **Summary of Position:**

The Metropolitan Community Church of Toronto (MCC Toronto) is seeking a full-time Associate Pastor (or Manager) of Programs and Congregational Care to join our Staff Team. The successful candidate will support existing Mid-Week Programs and develop new ones. They will manage the Children and Family Program and administer the Congregational Care Program. The ideal candidate would be an Ordained clergy person, but the role could be suitable for an experienced lay person who would then be the Manager of Programs and Congregational Care. MCC Toronto encourages diverse candidates to apply and takes systemic barriers into consideration in its hiring process.

### **Organizational Overview:**

MCC Toronto was established in 1973 as part of the Universal Fellowship of Metropolitan Community Churches denomination, a global LGBTQ+ Christian movement. Today, MCC Toronto is a place of vibrant, inclusive, and progressive spiritual community and worship, as well as a Human Rights Centre. With an average of 400 people attending worship every Sunday for three unique services in Non-COVID times and with a highly regarded Online Service during the COVID-19 pandemic; MCC Toronto is one of Canada's premiere progressive churches.

We are the spiritual home to people of many different religious backgrounds, gender identities, gender expressions, sexual orientations, racial and cultural backgrounds, countries of origin, socioeconomic realities, and abilities. MCC Toronto is rooted in the Christian tradition and the LGBTQ2+ community, and is growing into a nexus of inclusion, diversity and intersectionality. Our fastest growing element is young heterosexual parent families seeking to raise their children in an inclusive environment

MCC Toronto is also home to several lifesaving initiatives like The Triangle Program; North America's longest running LGBTQ2+ High School in partnership with the Toronto District School Board which meets in our building as we cover all non-salary related costs. Our signature social justice initiative is the LGBTQ+ Refugee Program which serves 800+ asylum seekers every year and has also sponsored 57 refugees with the help of sponsorship teams as Canada's only LGBTQ+ exclusive Sponsorship Agreement Holder with the Federal Government. Our ambition is to expand our Human Rights Programming in coming years to ensure equality for all.

MCC Toronto is an exciting place to work and worship. Our mission is to build bridges with a vibrant spirituality that transforms lives and transforms the world and our vision is to be a growing, inclusive, spiritual community that creates a just, kind and loving world for all.

## **Job Highlights**

### **In Non-COVID Times**

The successful candidate would lead and expand the existing Congregational Care Program and provide guidance, support and training to a team of volunteer Lay Ministers and administer the program in accordance with the Congregational Care Policy Manual and develop and support a new Friendly Visitor Program.

The successful candidate would lead a dedicated team of part-time staff in the Nursery and Children's Church on Sundays ensuring a vibrant, inclusive, and progressive learning environment with appropriate curriculum.

The successful candidate would act as a coordinator and support existing Mid-Week Programs and develop a host of new Programs for congregants, members, and the wider community by creating, motivating, and acting as staff support for a team of volunteer program leaders. Duties would include working with other clergy to Coordinate for Bible Study, Special Seminars such as Homosexuality and the Bible; empowering lay leaders for Mid-Week Children, Youth, and Family Programing; develop Young Adult Programing, Senior's Programing, Men's Programing, Women's Programing, Trans\* Programing etc.

\*If the successful candidate is clergy they would also be part of the Worship Leadership Team with participation in worship to be negotiated including preaching and presiding opportunities as desired.

### **During COVID Times**

Since the beginning of the global COVID 19 pandemic, MCC Toronto's Worship Services and Mid-Week Programs have largely gone Online.

Currently, all Congregational Care is being done virtually using phone, or video conferencing. Children's Church and Nursery Services are on hold as per Toronto Public Health Guidelines. The Associate Pastor – Programs and Congregational Care would join the other staff clergy in providing meaningful online connections, care, and content to congregants and members.

The Associate Pastor would also be the staff liaison to our newly created volunteer run Neighbourhood Networks Program developed in response to the COVID-19 pandemic to keep congregants connected to each other in their part of the city.

Existing Mid-Week Programs like the Young Adults could be coordinated as Online ZOOM Check-ins, but the creation of new programs like Seniors Programs would be postponed until

meetings are possible in person. The successful candidate would also be part of the schedule for Mid-Week Facebook Live Worship, Digital Coffee Hour, and other ZOOM check-ins.

**Purpose of Job:**

The Associate Pastor (or Manager) of Programs and Congregational Care is an integral part of MCC Toronto’s staff team, clergy team, and congregation. They act as a connector, motivator, developer, and engager of small groups whether they be Children and Family Programs, the team of Congregational Care Lay Minister, or Mid-Week Cohort Groups. This includes the following responsibilities:

1. Expand, train, and mentor the Congregational Care Team of Lay Ministers, and manage the Congregational Care Program in accordance with MCC Toronto’s Congregational Care Ministry Policy Manual. Create a new Friendly Visitor Program connecting isolated congregants with volunteer visitors.
2. Coordinate the Nursery and Children’s Church Program by managing a part-time Staff Team and volunteers to ensure a Children’s, Youth, and Family Programing that offers vibrant, inclusive and progressive spiritual education in a safe environment on Sunday’s and throughout the week.
3. Develop new Mid-week Program opportunities for the congregation and wider community that provide the space for progressive spiritual growth, social opportunities, and engagement. Rebuild and maintain MCC Toronto’s Seniors, Youth, and Young Adult Programing and expand Life Long Learning opportunities including bible studies, special seminars and more. Ensure there are gender specific opportunities by liaising with volunteer leaders in the Men’s Retreat Group, and rebooting the Women’s Group, and Trans\* Support Group.
4. Lead in non-worship volunteer engagement opportunities like Community Meals, Office Volunteers, Neighbourhood Networks etc and assist in developing a volunteer tracking system as part of our new Customer Service Database being implemented in 2020-2021.
5. Coordinate a twice annual Membership Class in partnership with other staff.
6. Participate in staff meetings as required and pursue professional development.
7. If Clergy: Join the Worship Leadership Team with occasional preaching and officiating duties to be negotiated.

**Areas of Focus:** (Percentages are negotiable given areas of strength and whether the successful candidate is clergy who wish to have preaching and presiding opportunities)

Role	Associate Pastor (if clergy)	Manager (if laity)
Congregational Care	15%	20%
Children, Youth, and Family	15%	20%

Mid-Week Programing	30%	40%
Volunteer Engagement	10%	10%
Administration	10%	10%
Worship Leadership	20%	0

### **Knowledge and Skill Requirements**

- Ideal Candidate would be an Ordained Minister with a Master's of Divinity from an Association of Theological Schools accredited institution. If Ordained in a denomination other than the Universal Fellowship of Metropolitan Community Churches (UFMCC), the candidate must undergo a credentialing process that includes several online courses. Dual credentialing is a possibility. Note: experienced Lay Leaders are welcome to apply.
- Experience in program development for different age and cohort groups required.
- Demonstrated experience in managing a staff and/or volunteer team.
- Demonstrated experience recruiting, training, supervising and empowering volunteers.
- Extensive experience in team leadership, facilitation, mentorship, and team building.
- Experience in progressive faith communities is as asset and a willingness to operate in a progressive faith framework is required.
- Experience in working with LGBTQ2+ communities, racialized communities, disability communities, socio-economically diverse communities, and other diverse populations is an asset. Training in diversity and inclusion is a bonus. An inclusive personal framework is required.
- Ability to communicate effectively and experience in dealing with conflict.
- Experience in Pastoral Care, counselling, or related experience is highly desired but not required.
- Working knowledge of technology including Microsoft Office computing tools (Word, Outlook etc.)
- Alignment with MCC Toronto's vision, mission, core values and bedrock beliefs and signature of Code of Conduct is required. (see [MCC Toronto - What We Believe](#))

MCC Toronto is both a Church and Human Rights Centre and we seek to walk the walk as much as we talk the talk. As such, we are an equal opportunity employer that takes systemic barriers into consideration in its interview and hiring process. We encourage applicants to apply and provide life experience in place of formal experience as is appropriate.

For example: a person who had theological training, but was denied ordination due to sexual orientation, or gender identity/expression; or a racialized person who has experienced systemic racism in previous work experiences limiting advancement, or a disabled person who has experienced systemic barriers and requires accommodation for employment etc.

**Additional Information:**

Remuneration is competitive and commensurate with experience in the \$65,000-\$80,000 range + benefits (after 3 months) + 4% RRSP matching (after 12 months).

Applications will be reviewed as received, and the position is currently vacant. Confidentiality in the application and interview process is assured. Please include a CV or resume and cover letter as to why this position interests you by email at: [office@mcctoronto.com](mailto:office@mcctoronto.com)