RICHMOND HILL CO-PASTORAL DIRECTOR
JOB DESCRIPTION

INTRODUCTION

Richmond Hill seeks a full-time residential Co-Pastoral Director to serve a dynamic ecumenical Christian community focused on the restoration and healing of Metropolitan Richmond. Richmond Hill exists to transform metropolitan Richmond through daily prayer, hospitality, racial reconciliation, and spiritual development.

Richmond Hill is dedicated to a co-pastoral model representing its commitment to racial healing and justice. The new Co-Pastoral Director will work in cooperation with and collaboratively alongside the existing Co-Pastoral Director to lead a balanced ministry of prayer and community engagement. The incoming Co-Pastoral Director's primary responsibilities will focus on outreach to communities, churches, governments, and people of the Metropolitan Richmond region.

Both Co-Pastors are expected to live in Richmond Hill's racially diverse and inclusive Christian community within an historic monastery in downtown Richmond. Ten to fifteen individuals make up Richmond Hill's residential community at any given time. Community members maintain the community's prayer cycle, care for the historic buildings and grounds, offer hospitality to retreat guests and visitors, and provide support to each other for spiritual formation and growth.

Applicants should be ordained in the Christian tradition, sense a calling to residential life, demonstrate a passion for Richmond Hill's mission, and represent Richmond Hill's commitment to racial diversity and inclusiveness. Compensation includes room (an on-site apartment) and board, health insurance, pension support, and a modest monthly stipend. More information about Richmond Hill can be found at www.richmondhillva.org.

DUTIES AND RESPONSIBILITIES

- Serve as the primary representative of Richmond Hill to the greater Richmond community in both formal and informal roles (e.g., as a member of a community committee or networking at various gatherings and celebrations).
    - She/he shall offer a prophetic voice to the greater Richmond community.

- o She/he shall maintain existing and build new relationships and partnerships with organizations and individuals outside of the Richmond Hill residential community.
  - o She/he shall seek the engagement of other Richmond Hill staff in outreach to the greater Richmond community.
  - o She/he shall search for, propose, and recommend to the Existing Co-Pastoral Director (ECPD) new ministries to fulfill the needs she/he observes in the greater Richmond community.
  - o She/he shall routinely speak to and preach in churches in the Richmond community.

- Oversee and ensure effective operation of the following Richmond Hill ministries, providing the ECPD with recommendations, progress reports, etc., on their ongoing operation:
  - o Koinonia, Richmond Hill's school of race and justice
  - o Armstrong Leadership Program, serving high school aged youth
  - o Micah Initiative, providing mentors in city public schools
  - o Urban Service Corps, an internship program
  - o Clergy Convocation, an annual speakers conference for pastors

- Support, collaborate, and assist in the spiritual development and well-being of residential and nonresidential members of the Richmond Hill community, as well as individuals and groups associated with Richmond Hill.
  - o Along with the ECPD, she/he shall provide pastoral leadership and counsel to the Richmond Hill residents, working to ensure the spiritual health both of the residents and among the residents; conduct "discernment meetings" with the residents; assist in the arbitration of disagreements, problems, etc.; organize, conduct, and manage meetings and gatherings with the residential and nonresidential members of the community.
  - o She/he shall work in collaboration with the ECPD to ensure that Richmond Hill provides a spiritually grounded invitation and welcome to all individuals and groups visiting Richmond Hill.

- Be familiar with the management of ongoing operations of Richmond Hill and help ensure the effective and smooth operation of Richmond Hill.

- Understand and participate in the staffing, budgeting, and organizational development of Richmond Hill.
  - o She/he shall serve as a member of the Richmond Hill Council, sharing a vote with the ECPD.
  - o She/he shall provide the ECPD with regular recommendations and input on staffing needs and staffing changes for Richmond Hill.

- o As determined in collaboration with the ECPD, she/he shall provide staff representation and leadership for the Governance, Finance, Development, Program, and Executive committees.
  - o She/he shall assist the ECPD in the development of a proposed annual budget.
- In collaboration with the ECPD, assist in the maintenance, staffing and expansion of the program ministry of Richmond Hill.
  - o She/he shall, alongside the ECPD, assess the success of the program ministries, provide guidance on improvements, and recommend the termination of existing ministries or the adoption of new ministries.

- In coordination with the ECPD, provide actual facilitation of contemplative individual and group retreats, schools, classes, and other Richmond Hill ministries or events.

- In collaboration with the ECPD, provide leadership of worship, including preaching and teaching, providing pastoral leadership and support to the worship activities of Richmond Hill.
  - o She/he shall be the primary staff responsible for the scheduling of and coordinating the leadership of worship, including daily prayers.
  - o In coordination with the ECPD, she/he shall ensure that Richmond Hill invites and engages the participation of outside pastors and worship leaders.

QUALIFICATIONS

- Sense a calling to residential community life at Richmond Hill
- Have a desire to focus outward on social justice and racial reconciliation issues in the greater Richmond community
- Demonstrate a passion for the ministries and programs of Richmond Hill
- Model diversity and inclusiveness in keeping with Richmond Hill's commitment to racial reconciliation
- Ordination as a minister in the Christian faith preferred

To apply go to www.richmondhillva.org/applynow/