

Lead Missioner Position Responsibilities

A faith-filled, social justice-minded congregation in the heart of downtown St. Louis with a long and vibrant history of social activism, Christ Church Cathedral (CCC) seeks a highly-motivated Lead Missioner. This passionate leader will engage and support a team of missioners in the areas of advocacy, formation, diocesan collaboration, and serving neighbors to invigorate its Strategic Visioning Plan. Appointed and overseen by the Cathedral's dean, the Lead Missioner will work with various CCC ministries and build community relationships to achieve the vision's goals, while coordinating and communicating the work of the other missioners.

To move the Christ Church Cathedral's Strategic Visioning Plan (<https://www.christchurchcathedral.us/event/the-cathedral-strategic-vision-report/2023-01-05/>), the Dean will appoint Cathedral Missioners to provide the needed support and oversight. The primary role of the CCC Missioner is to work with the various CCC ministries and build community relationships to achieve the goals outlined in the Strategic Visioning Plan. The Strategic Vision identifies three areas of focus: Advocacy; Formation and Diocesan Collaboration; and Serving Neighbors. One Missioner will be assigned to each area, while a Lead Missioner will coordinate the work of the other missioners and manage communications.

Role of the Lead Missioner

The Lead Missioner is responsible to the Dean, and in cooperation with the Dean, will direct and manage the implementation of the strategic vision. The Lead Missioner will convene the other Cathedral Missioners on a regular basis, working with them as a team to make and evaluate progress in implementing details of the Strategic Visioning Plan. With emphasis on digital delivery, the Lead Missioner also coordinates with the Dean, the existing Communications Team, and the Diocesan Staff, to develop and implement a strategy to share the Cathedral visioning goals, message, and ministries with the Cathedral congregation, neighbors, partner groups, and the people of the Diocese boldly, clearly, and at every opportunity. The Lead Missioner's office is in the Cathedral building (with the other Cathedral Missioners), and the work is hybrid, primarily in-person and also online.

Hours and time commitment: average of 10-12 hours per week

Stipend: \$12,000 per year

Start Date: September 5, 2023

The person in this position will report to the Dean of the Cathedral, prepare regular reports to be shared with the Cathedral Chapter, and coordinate with the Chapter Liaisons.

Skills required:

- Project Coordination and/or Project Management
- Written and verbal communication
- Ability to work as part of a team/group or independently
- Leadership
- Listening
- Organization/Administrative
- Coordination
- Analytical & Problem Solving
- Conflict resolution
- Outcome focused
- Assessment & Evaluation of Project Outcomes
- Multi-tasking/Time Management
- Proficient in the use of various software packages including but not limited to Microsoft Office Suite, Adobe, PowerPoint, Zoom, Google Meetings, Google Docs, etc.
- Knowledge of Associated Press Style

Experience required:

- Proven experience in team building, project management/coordination
- Experience as team leader

To Apply: Please submit a cover letter, resume, and list of references to John Emery, Member of the Missioner Search Committee, at jwe189@yahoo.com and copy the Cathedral Dean at kas@christchurchcathedral.us.

NON-DISCRIMINATION STATEMENT

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