



Job Description: Associate Priest or Lay Minister for Family Ministry

Church Name: St. John's Episcopal Church, Lafayette Square

Location: Washington, DC, United States

About St. John's: From our organization as a parish in 1815, St. John's, Lafayette Square has been a powerful symbol of faith in the heart of our nation's capital. Steeped in a rich history as the "Church of the Presidents," we are a community that seeks to respond to the needs of today through our worship services, renowned music program, outreach ministries, and Christian formation offerings.

Position Summary: We are seeking a dynamic and enthusiastic **part-time** Priest or Lay Minister to lead and expand our family and children's programs and support St. John's broader ministry to our congregation and community. The ideal candidate will be experienced and enthusiastic in building programs and services, particularly to expand our outreach to families and young children in an urban setting, and have strong communication skills orally, in writing, and digitally.

This position is anticipated to be 20 hours/week and requires availability on Sundays.

St. John's will consider both priest and lay minister applicants for this position. Responsibilities may vary based on the applicants' qualifications, experience, and interests.

Responsibilities:

Support Worship Services

- Help lead worship every Sunday. Develop sermons and preach roughly once/month.
- Participate in or lead other services as needed, including weekday Eucharists, Evensong, and Christmas, Lent, and Holy Week services.
- As available, greet parishioners after services and at other Sunday activities.
- Attend and/or provide assistance in support of St. John's services, programs, and formation.

Family and Children Offerings

- Serve as the resource contact for families with young children. Identify their interests and needs and in coordination with clergy and staff, develop resources and programs on Sundays and throughout the year, and develop budgets as appropriate.
- Lead children's chapel for most 9 AM and 11 AM services, and support the priests who will lead children's chapel on Sundays when you will be preaching.
- Teach and facilitate 10 AM Sunday School for children.
- Develop and maintain resources for children and families; including bookcase materials and worship activity bags in the narthex, and printed children's bulletins.
- Supervise and be the primary point of contact for Sunday nursery workers.

- Create and prepare a monthly digital newsletter for families.
- Be the primary planner, organizer and leader, in coordination with staff and volunteers, for a variety of family and children's activities. Current activities include annual Christmas Pageant, Holy Week Preview for Families, Maundy Thursday Family Service, and Advent wreath-making.
- Plan and facilitate Parent's Night Out and Family Meet Up quarterly offerings.
- Recruit staff and volunteers and plan activities for children during church events, including the Annual Meeting.
- Help and/or lead baptism preparation classes. Provide follow up with baptism families in the months after the service through phone, email or text.
- Identify and propose other activities to support and attract families and children, recognizing the urban location of the church and a regional congregant base.
- Be familiar with all relevant guidance from the National Episcopal Church, including Safe Church training, to ensure appropriate actions and program development.
- Participate in and contribute to staff meetings. Report on activities at weekly supervision meetings with the Rector.

Other SJC Activities

While this position will focus on family and children's offerings, other responsibilities may be assigned based on interests, experience and availability.

- Coordinate with the Pastoral Care Committee and conduct visits, calls or other outreach.
- On a weekly basis, work with the liturgy team to help plan liturgy and develop/edit bulletins. Contribute to Weekend Reflection emailed messages.
- Participate in and contribute to other outreach, lay training, and parish life offerings.
- Create social media posts (Instagram, Facebook, others) regarding St. John's activities. As directed, organize and lead short term outreach efforts, such as the emailed Pathways to Lent writings.
- Participate in regional diocesan events.

Qualifications:

- Proven knowledge and experience in programs designed for families and children or similar, preferably in a faith-based or educational environment.
- Excellent communication and interpersonal skills and experience, including oral, written, and digital modes.
- Strong organizational skills and attention to detail.
- Ability to work independently and manage multiple projects simultaneously.
- Proficiency in using computer software (Google Drive, etc.) and familiarity with social media applications.
- A genuine appreciation for the mission and values of the church.
- Ability to work on weekends and a limited number of evening events to accommodate church services and events.
- Divinity degree or applicable bachelor's degree required.



Compensation:

Salary range is anticipated at \$50-60,000 annually. The salary for this part-time position will reflect background, education, and experience.

Other benefits, including health insurance, pension, taxes and continuing education will be mutually negotiated. No relocation expenses will be provided.

To Apply: Interested candidates are invited to submit a resume and cover letter outlining their qualifications and experience to jobs@stjohns-dc.org. All questions regarding the position should be sent to jobs@stjohns-dc.org. Please include "**Associate Priest or Lay Minister for Family Ministry**" in the subject line.

Application Deadline: Now accepting and reviewing applications. Applications should be submitted by June 1, 2026.

St. John's Church Lafayette Square is an equal opportunity employer and values diversity at our organization. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.

More information about the church is available at www.stjohns-dc.org.