

Pastoral Director Job Description

❖ Ministry Vision

- Inspire the Board of Directors, the Executive Director, and the Sanctuary staff to encourage continually fresh vision for the ministry while maintaining the focus of Sanctuary's mission statement.
- Work with the Board of Directors and the Executive Director to translate Sanctuary's mission statement and ministry vision into actionable strategic plan to guide programmatic, policy and operational decisions and ensure overall organizational accountability
- Work with the Board of Directors, Executive Director in the development of policies and procedures for Sanctuary in the areas of Philosophy of Ministry, and Community Life.
- Preaching/teaching/writing/speaking from Sanctuary experience for the training and edification of our community and the awareness, enhancement of understanding and support of the Sanctuary ministry beyond our immediate community.

❖ Pastoral care

- Reporting to the Executive Director, work to develop and maintain pastoral care for all staff.
- Maintain a pastoral presence within the various facets of Sanctuary's ministry.
- Participate in the development and direct the implementation of appropriate policies and procedural standards in the areas of Staff Care, Philosophy of Ministry, and Community.
- Plan and ensure appropriate facilitation of all staff care meetings.

❖ Public Relations

- Seek to continually increase the awareness of and material and spiritual support for Sanctuary and its ministry in all areas of public life, including the broader church community, the secular business community, and the political arena.
- Maintain a high-level rapport with key individuals at other similar-minded agencies, at the local level and beyond, for the purposes of sharing vision, cultivating passion and mutual support, remaining in touch with current viewpoints on urban ministry, and furthering the ministry of Sanctuary.
- Represent Sanctuary as its primary spokesperson at Christian, professional, business, political and other functions as required.

❖ Program

- Work with key staff and other contacts in both the ongoing development and strengthening of existing self-care and team-building programs as well as the sound establishment of new programs.

➤ Participate in drop-ins (at least 1 per week), street outreach (at least 1 per week), and Sunday Church Services (weekly).

❖ **The Pastoral Director should have strong skills in writing and speaking. Pastoral or other counselling training would be an asset.**

About Sanctuary

At Sanctuary, we are becoming a healthy, welcoming community where people who are poor or excluded are particularly valued. This community is an expression of the good news embodied in Jesus Christ.

Our faith and relationship with God inform us in identifying the following as some of our core values:

Dignity: We believe that each person is created in the image of God and, as such, has the right to be treated with the utmost dignity.

Mutuality: We come to our relationships recognizing that each person has gifts to be shared and gifts to be received.

Inclusivity: We intend that our community at Sanctuary will be as inclusive as Jesus was in his life.

The words we often use to describe ourselves are “community” and “family.” Our staff and those they serve “do life” together. This can be challenging, complicated, and messy. We find that it is also enlivening, fulfilling and deeply meaningful.

Sanctuary is a freeing place to work. While accountable to each other, we have a lot of autonomy to manage our own schedules and workflow, because we trust one another. We each have a deep commitment to this community, as well as to our roles within it.

Each of our team, regardless of their unique focus within the community of Sanctuary, is committed to viewing ourselves first and foremost as members of the community. And while still being committed to fulfilling their specific role to the very best of their ability, their engagement with the Sanctuary community takes precedence over the duties of their role.

By joining us you will become an important part of our close-knit community. We hope that you will feel at home here, that you will be with us for the long haul.

You will succeed at Sanctuary if you have these characteristics:

1. **Your Christian faith** informs, motivates and inspires all facets of your life.

- 2. You are comfortable with tension and ambiguity.** This community includes a wide range of people. We don't always agree, but we always care for one another. Sanctuary tends towards being a harm-reduction community, and the tension of wanting the best for people while supporting them where they're at is part of our reality.
- 3. You are a strong communicator.** You listen more than you talk, and you want to understand other people's viewpoints. You are clear in your words, and you are able to convey empathy and conviction.
- 4. You are resourceful.** When something goes wrong, you know how to bring together resources on hand to make it right, whether the challenge is logistical or inter-personal.
- 5. You are flexible.** Schedules around here are written in pencil, and you'll probably be asked to do things you've never done before. You can change plans when the need arises.
- 6. You engage intentionally with self-care.** This is a community that puts you at risk for trauma, compassion fatigue, burnout, and compound grief. It's essential that you are someone who regularly accesses a personal support network and strives to maintain health through activities and resources that ground and inspire you.

Sanctuary is a community that celebrates diversity. All qualified applicants will receive consideration for employment without regard to race, gender, gender identity or expression, sexual orientation, national origin, disability, or age.

To apply send the following to applications@sanctuarytoronto.ca:

- **Cover Letter**
- **Resume**
- **Statement of Calling**
- **Names of two references**

Applications will be accepted until July 15, 2022.