

## **RESPONSIBILITIES OF THE RECTOR**

### **OBJECTIVE**

The rector of Gloria Dei (Old Swedes') Episcopal Church is to lead and guide the congregation to know and share Jesus Christ and His teachings within its Community of Faith and with members of its neighboring communities by realizing the parish's Mission Statement.

### **OVERVIEW**

The rector is the Principal Pastor and the Chief Executive of Gloria Dei (Old Swedes') Episcopal Church responsible to the vestry and the Bishop, in accordance with the Canons of the Episcopal Church, and a colleague in ministry with all the baptized in the parish.

The rector partners with vestry and lay leadership to achieve the parish's goals and intentions.

The rector, while leading the vestry as Chairperson, works with the vestry on developing a strategic plan, policy matters and organizational processes/protocols, and oversees all aspects of managing the physical and financial resources of the parish, as well as providing the central point of lay coordination of parish goals, priorities, and ministries.

The rector functions in relation to other ministries (programs) as a team leader of the parishioners, consultant on process and content, and educator of each ministry in its efforts to define and carry out its goal/objectives. The rector may exercise the right of veto on all matters relative to the spiritual welfare of the parish.

The rector is chief liturgist of the parish, conducting worship and preaching regularly. The rector is responsible for preparing persons for baptism, confirmation, reception and reaffirmation, and ensuring all parishioners are encouraged and instructed concerning good stewardship, including the making of wills and the giving of gifts to the parish.

The rector also represents the parish to the Episcopal Diocese of Pennsylvania, the larger Church, and neighboring communities.

### **RECTOR'S ROLE**

The Rector's role is based on the National Canons of the Episcopal Church - Canon III.9.6

- Worship and spiritual life
- Selection and oversight of all assisting clergy
- Use and control of all buildings and furnishings working in conjunction with the vestry and Bishop
- Education of all ages in the Scriptures; the doctrine, discipline and worship of the Church and in their exercise as baptized persons
- Stewardship education for all ages
- Preparation for Baptism, Confirmation, Reception and reaffirmation
- Announcing the Bishop's visit with the vestry, and providing the Bishop with information about the congregation's spiritual and temporal state
- Applying contributions not otherwise designated from one Sunday per month to charitable causes
- Reading communications from the House of Bishops at worship
- Recording all Baptisms, Marriages, Confirmations and Burials in the parish register

## **Rector's Responsibilities to the Parish**

1. Lead worship, preach the Gospel and administer the sacraments so that the congregation is given the opportunity for spiritual growth and response to Jesus' call.
2. Provide management skills and supervise staff (including Parish Administrator, Sexton(s), and the Wedding and Event Specialist) and lead/consult the vestry in a collaborative style regarding all financial and property concerns and actions.
3. Provide for pastoral care of the parishioners so that individuals and families are met with Christian concern.
4. Guide the congregation in a 'collaborative' style to meet the parish's Mission Statement/Statement of Purpose.
1. Utilize the talents of parishioners in developing and implementing ministries effectively.
2. Manage all communication programs.
3. Challenge the congregation to recognize the needs of others so that members respond with their stewardship gifts of time, ability, and money, within and beyond the parish.
4. Provide Christian education opportunities for parishioners of all ages so they can learn the contents of Faith, Scripture and the Church and their application to daily living.
5. Participate in diocesan and community activities so that the mission of the parish beyond itself is furthered. There are relationships with the National Park Service, Young Children's Creative Arts our rental day care center), Swedish Colonial Society, Lucia Fest, and Historic Gloria Dei Preservation Corporation that require some attention from the rector.
6. Maintain a lifestyle that sets a Christian example.