

Associate for Our Saviour Center and Contemplative Life

Reports to: Rector

Compensation, Healthcare and pension: Negotiable based on experience and EDLA Diocesan Compensation Guidelines

Founded in 1867, Church of Our Saviour (COS) in San Gabriel, CA is one of the oldest active protestant churches in the West (www.cosepiscopal.org). The Church has a remarkable legacy of ministry and community outreach, including Our Saviour Center (OSC) in El Monte (www.our-center.org), which operates one of the largest food banks in Los Angeles County as well as learning enrichment programs for children ages Tk-8 at its Doris Dann Kids Campus (www.kcycenter.org). Additionally, COS has a long history of contemplative prayer and day-long spiritual retreats and renewal. Both COS and OSC fall under the same 501c3 legal entity and governance.

COS seeks a dedicated priest or deacon to serve under the direction of the Rector in a collaborative, empowering environment. Day-to-day job responsibilities primarily (~75%) include shepherding and serving as the executive director of OSC, a \$1.5 million outreach ministry of COS (including its food pantry and after school program), assessing current community needs and helping assure the Center's relevance and success. As part of the COS clergy team (~25%), this individual will also help discern and shepherd the future of contemplative life at COS over the coming years.

This a leadership position as well as that of a generalist, truth teller, and shepherd. The rector, staff, and lay leadership of COS recognizes that the future of ministry will be relational, missional, collaborative, and prophetic. We seek an individual with a contagious faith, passion for service, and a willingness to make a long-term commitment to building strong connections among the communities of El Monte, San Gabriel, COS, the Episcopal Diocese of Los Angeles and beyond. It is an exciting opportunity to help the vital ministry of Our Saviour Center achieve its full potential. We seek a preacher, teacher and pastor who puts love and people first.

Bilingual capabilities (Spanish and/or Mandarin) are a significant plus. As the effective executive director of OSC, the successful candidate will oversee the food pantry as well as the Dorris Dann Kids Campus through their given managing directors. Management skills are essential and community outreach ministry experience is preferred. This position will work with COS's development officer to secure the near term and long-term financial health of OSC as well as board and volunteer recruitment, development and retention. Although this position description is written with the intention of hiring an ordained or soon-to-be ordained person, a lay person whose faith and spirituality is integrated into actions of social justice, community care and individual empowerment are also welcomed to apply. Lay and ordained candidates must be able to articulate their actions and the center's work as meaningful expressions of faith realized in the world.

OSC is an institution that relies upon public and private grants, awards, and donations. The successful candidate will ensure that the center will be a faithful steward of the resources entrusted to it by adhering to the rules and regulations governing those resources. This person will be the face of the center in the community and beyond.

Over time and under the direction of the rector, the successful candidate will serve as the staff liaison to a lay led contemplative life program at Church of Our Saviour. As a member of the clergy team at COS, the successful candidate will also participate in preaching, leading liturgy, teaching in the adult formation program, occasionally officiating at weddings and funerals, and attending staff and vestry meetings. The successful candidate will participate in the diocesan life of the Episcopal Diocese of Los Angeles and follow the Constitutions and Canons of the Episcopal Church.

Near term success for this ministry would ensure continued execution of its current programs. Long term success for this ministry would creatively develop services and programs relevant to the community's needs. Interested candidates should send a resume, cover letter and OTM profile to search@cosepiscopal.org.

About Our Saviour Center

Established in 1985, Our Saviour Center carries out its mission to “share love, hope and resources with our neighbors in need,” through a variety of partnerships, financial supporters and volunteers.

Our Saviour Center was poised to “meet the moment” of the dramatic increase in food insecurity in our community due to the COVID-19 pandemic. In 2020, Our Saviour Center’s Food Pantry distributed food to more than 148,000 individuals and families. This was a 543% increase over the prior year of those served. As the pandemic created heightened needs for our services, we were blessed by an outpouring of support, both financial and in-kind (food, PPE supplies, volunteer hours, etc.) to help us meet those needs.

Also during the pandemic, Our Saviour Center’s Dorris Dann Kids Campus continued to provide personalized education enrichment activities to children grades TK-8. Through our long-standing partnership with El Monte City School District (“EMCSD”), OSC’s Dorris Dann Kids Campus pivoted to provide critically needed Distance Learning support to essential workers’ children, Mondays-Fridays, 6:00am-6:00pm, then returned to afterschool programming as in-classroom learning resumed. Our critical services continue to flex based on community needs.

The OSC nationally recognized “Soccer for Success” program, on hiatus during the pandemic , traditionally serves over 1,300 children grades TK-8 through health and fitness programs including twice-weekly.