

**HOLY TRINITY EPISCOPAL CHURCH  
CLEMSON, SOUTH CAROLINA  
POSITION DESCRIPTION – Assistant to the Rector for Campus Ministry**

**Summary of Position**

The Assistant to the Rector will be a partner in priestly ministry with the Rector, co-laboring in the ministries of teaching, preaching, presiding at the Sacraments, providing pastoral care for parishioners and others, and equipping disciples to fulfill the mission of Holy Trinity: to love with the heart of Christ, to think with the mind of Christ, and to act in the world as the Body of Christ. The position will also focus approximately ½ time on growth and development of the parish's Canterbury and Young Adult ministry.

**Accountability**

Reports to the Rector

**Responsibilities**

**Parish Ministry**

- Share in leading worship, preaching the Gospel, and administering the sacraments on a regular rotation
- Share in providing for pastoral care of parishioners, including in emergencies
- Share in the ministry of teaching and equipping parishioners for ministry
- Actively participating in the life of the parish, modeling Christian discipleship
- Share in establishing and working toward achieving parish goals which move us toward the realization of vision as set by the Vestry, Wardens, and Rector
- Actively participate in the weekly staff meetings, which are times for accountability and planning, and personal and professional support; and in monthly vestry meetings
- Actively participate in community, convocation and diocesan activities, so that the mission of the congregation beyond itself is enhanced

**Campus and Young Adult Ministry**

- Provide consistent pastoral care, liturgical leadership, and programmatic support to the Canterbury of Clemson Community
- Collaborate with the Canterbury Peer Minister(s): develop and support their leadership and their efforts to identify and equip additional leaders
- Foster consistency and stability while promoting the mission of Canterbury, including administrative structures, record-keeping, and transition between peer ministers.
- Develop programs to raise the Episcopal profile on the campuses with the aim of growing the ministry
- Actively participate in the Clemson campus ministers group and diocesan Campus Ministry structures
- Develop and support programmatic and pastoral ministry with young adults not connected with the college campuses
- Facilitate interaction between the Canterbury and parish communities
- Promote and facilitate young adult participation in relevant diocesan events

## **General Qualifications**

- Respect for Holy Trinity as a place of worship
- Welcoming, open and helpful manner
- Respect for confidentiality of information
- Ability to work with a variety of personalities in a flexibly structured environment and work schedule
- Good communication skills
- Ability to work independently and with others to set and accomplish goals

## **Specific Qualifications, Education and Training**

- Master of Divinity
- Ordination to the Priesthood or Transitional Diaconate

*The above describes the general nature and level of the work performed by a priest called to this position, but is not an exhaustive list of all duties.*

### About Holy Trinity

Holy Trinity Episcopal Church is a welcoming, inquisitive and faithful Christian community that serves Clemson and many surrounding communities in Upstate South Carolina. We are part of the Diocese of Upper South Carolina. We are a vibrant and outwardly-focused congregation composed of a variety of generations, professions, and life experiences. We are located right in the middle of the city of Clemson, on Old Greenville Highway (SC 93), directly across from Riggs Field and the Tennis Courts on the north edge of the Clemson University campus. Our history in Clemson dates back more than a hundred years, to the time when Holy Trinity was a mission of the much-older St. Paul's Episcopal Church in nearby Pendleton. The city of Clemson is a "university town," and Holy Trinity has strong ties to both the community and the University.

Indicative of the latter, Holy Trinity sponsors Canterbury of Clemson, a welcoming fellowship of Clemson University students dedicated to faith building, exploring, and celebrating with food and music. A close-knit group of students from various studies that love to worship together and have fun, the students meet weekly for a meal prepared by parishioners of Holy Trinity and either a program or Eucharist. The group participates in diocesan events, such as Vocare, as well as their own faith and fellowship activities, including day-trips, movie nights, weekly coffee and Bible studies on campus, and more.

Currently, Holy Trinity holds two Sunday services, twice-monthly services at historic St. Paul's, and a midweek healing service. We also hold special seasonal services such as Lessons & Carols\*, Christmas Eve\* and Christmas Day, the Feast of the Epiphany, Ash Wednesday, Holy Week\*, Triduum\*, Easter, Pentecost\*, and All Saints' Day and All Souls' Day\*.

*Our Mission: To love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ.*

\*Includes service(s) at St. Paul's