



Employment listings are provided to synod congregations and related agencies free of charge. ***This service is made possible by your Mission Support of Lower Susquehanna Synod and ELCA.*** Please provide a brief position description and contact information (as below) and a link to a complete position description on your web site (if desired). Send information to Pam Drenner at pdrenner@lss-elca.org. Positions are posted for 60 days unless extended.

Congregation: Grace, Camp Hill

Position: Administrative Assistant/Office Manager

Posted: 10/23/12

This 20 hour/week employee will provide clerical and administrative support to the Pastor and Council, overseeing the church office and congregational communication. Requirements: High School diploma or GED, at least one year of supervisory experience, proficiency with Microsoft Office and ability to learn PowerChurch Plus, excellent verbal and written communication skills, and ability to interact with church staff and congregation in a professional, positive, and courteous manner. Send resume to pastordetweiler@comcast.net.

Agency: Luthercare

Position: Full-time chaplain

Posted: 10/23/12

Luthercare, a social ministry organization of the ELCA headquartered in Lititz, PA, is currently recruiting for a **full-time chaplain** to serve St. John's Herr Estate, its personal care home and residential community in Columbia, PA, and Luthercare's five child care centers in Lebanon and Lancaster counties. This position requires ordination in the Evangelical Lutheran Church in America or one of its full communion partners; four (4) units of clinical pastoral education; endorsement or eligibility for endorsement for chaplaincy via the Inter-Lutheran procedures or similar process; certification or eligibility for certification by the American Chaplains Association, American Association of Pastoral Counselors, or Association for Professional Chaplains. Experience with early childhood development and Christian education preferred. Interested candidates should send a completed employment application (available at www.luthercare.org/careers) and resume to Luthercare, Attn: Amanda Cassel, Human Resources Generalist. 600 East Main Street, Lititz PA 17543 or acassel@luthercare.org. Questions about the position may be referred to the Rev. Lisa Leber, director of church relations, lleber@luthercare.org or (717) 215-6055.

Congregation: New Hanover Lutheran Church, Gilbertsville, PA (Northeastern PA Synod)

Position: Director/Musicians

Posted: 10/29/12

New Hanover Evangelical Lutheran Church (NHELC), Gilbertsville, PA is searching for candidate(s) to fulfill the leadership needs of its music program. These needs may be fulfilled by one or more musicians depending on the skills and experience of potential applicants.

Candidates are expected to have:

- A commitment to Jesus Christ, with a background/experience in liturgical worship;
- Strong communication skills with all age groups;
- Programmatic innovation/flexibility/adaptability;
- Proficiency in the position responsibilities;
- Suitable academic background and/or related job experience;
- Musical diversity and creativity;
- Strong organizational skills (computer literate skills necessary);
- The ability to be a team player.

Primary responsibilities of the music program director/musicians:

- Work collaboratively with the Worship and Music Committee, the Senior Pastor, the current Children's Choir Director, and any other music program staff members;
- Coordinate music and choirs for all worship services, both traditional and contemporary;
- Promote well prepared choirs and musical direction;
- Serve as the organist/pianist for worship services;
- Provide direction and/or accompaniment for vocal and handbell choirs for both adults and youth.

Key Instruments – 1986 Schantz organ (2 manual, 19 ranks), 2009 Boston upright piano, Schulmerich handbells (3 octaves), Schulmerich handchimes (4 octaves), Orff instruments (various), all well maintained.

Music Environment – Musically talented congregation, competent congregational leadership, responsive choirs, sizeable rehearsal space and office, considerable music library.

Included in compensation package are paid vacation, continuing education allowance, and reasonable music budget. Salary commensurate with experience and position.

Send resume or questions to nhelc_music_program@comcast.net or Music Program Task Force, 2941 Lutheran Road, Gilbertsville, PA 19525. More information at <http://www.newhanoverlutheran.org>.

Congregation: Zion, Glen Rock

Position: Organist/Music Director

Posted: 11/12/12

POSITION ANNOUNCEMENT: Church organist/music director, Zion Lutheran Church, Glen Rock, PA. **Please contact Church Office at 717-235-3276 for additional information.**

QUALIFICATIONS

A musician with commitment to ministry through church music, including: experience as a member of a faith community and with church music, knowledge of church music, the Lutheran calendar, the liturgical year, and liturgical worship.

MISSION PROFILE:

- To play and conduct organ and choral music for Sunday morning services, and for Christmas Eve, Ash Wednesday, Maundy Thursday, Good Friday, regularly scheduled midweek services and other special services designated by the Pastor, and the Worship and Music Committee
- To direct two voice choirs: the adult Gethsemane Choir and the children's Good Shepherd Choir. Rehearsal times and dates to be arranged in conjunction with the people involved.
- To support the Bell choir as needed, to include active participation in the choir as a bell ringer.
- To guide and/or assist with music for other worship services in the life of Zion.
- To provide and/or assist with the music direction for the Sunday School Primary Department opening.

DUTIES

1. Provide for worship, in consultation with the Pastor and the Worship and Music committee, the organ, choral music, and hymns appropriate to the liturgical services and the needs of the church.
2. Conduct regularly scheduled rehearsals of the Gethsemane and Good Shepherd choirs. This includes scheduled rehearsal time before the worship services.
3. Support the bell choir as needed, to include active participation in the choir as a bell ringer.
4. Oversee the church music library.
5. Attend scheduled planning meetings with the Pastor.
6. In consultation with the Worship and Music Committee, prepare and submit to the Church Council the Annual Budget requests regarding the music ministry, and administer and oversee that portion of the Budget.
7. Provide to the church office musical information required for each service and bulletin.
8. Provide for music at special services (weddings, funerals) in the church as requested. The Director of Music must be consulted in advance if other musicians are to be involved.
9. Attend Worship and Music Committee meetings as a member of said committee.
10. Arrange for maintenance and repair of the church's musical instruments.
11. Arrange for soloists and instrumentalists, including their remuneration.
12. Must be willing to work with the Lutheran Book of Worship and With One Voice as the Church's primary worship music.
13. Help prepare assisting ministers for chanting.
14. PA Child Abuse clearances and FBI police checks are required.

15. A signed statement from a licensed medical doctor verifying candidate is of appropriate physical condition to perform the work listed in this description is required.

REPORTING STRUCTURE

The Music Director reports to the Pastor and the Worship & Music Committee. The Mutual Ministry and the Council will review the work of the Music Director annually. As is so for every employee at Zion, the Music Director is free to voice concerns to the Mutual Ministry Committee as need arises.

CONGREGATIONAL COMPENSATION

1. Provide an annual salary of \$10,600 - \$17,000 to be negotiated based on qualifications. This position is ¼ time position with an average of 10 hours per week.
2. The Director is granted 4 paid Sundays off, which are granted with the knowledge and consent of Council, Pastor, and Worship and Music.
3. The Church will provide funds within the Congregational Budget to support the worship ministry of the congregation. These funds may be used by the Director, in consultation with the Worship and Music Committee and the Pastor, to: (a) purchase music for the choirs (b) secure instrumentalists and/or soloists.
4. Offer the church and organ and piano for teaching and practice, if desired.

Congregation: Mt. Zion, Gardners

Position: Organist

Posted: 11/12/12

Mt. Zion Lutheran Church, Gardners, is seeking an organist for a one-year term, with possibility of extension. Duties include providing organ leadership for Sunday morning worship and accompanying the choir at Thursday evening rehearsals. There are other special services of worship throughout the year (funerals, weddings, etc.). The congregation uses the *Lutheran Book of Worship*. Organist will often choose preludes, offertory music and postludes. Organist can work with committee to choose hymns. Salary is negotiable. Visit the church website at www.mountzionlutheran.com for a full job description. Candidates can apply online, by mail, or by contacting Pastor Eric Anderson at revanderson@pa.net. The church is located between Gettysburg and Carlisle at 4200 Carlisle Road (Route 34), Gardners, PA 17324.

Congregation: Zion, Landisville

Position: Children, Youth and Family Ministry Director

Posted: 11/13/12

Summary: The Children, Youth and Family Ministry Director (CYFM Director) will lead in the visioning and development of the children, youth and family ministries at Zion Evangelical Lutheran Church (ZELC) by recruiting, training and equipping volunteers to support the children, youth and family ministry activities . The CYFM Director is supported by the Christian Education and Youth (ZYM) Teams.

Specific Responsibilities: *Christian Education*

1. Possess knowledge of current Sunday school and confirmation curriculum.
2. Collaborate with the Christian education committee to recruit and train Sunday school teachers and small group leaders.
3. Working in conjunction with volunteers, complete an annual inventory to order Curriculum materials required for teachers and small group leaders.
4. Working in conjunction with volunteers, ensure accurate record keeping. (i.e. attendance, sign ups, permission forms)
5. Provide training support and resources for families to nurture faith development within the home.
6. Support the Senior Pastor with Confirmation ministry as needed. (teaching; leading small groups; organizing annual retreats; recruiting, training, and leading the confirmation team of youth and adult mentors)
7. Working in conjunction with volunteers, plan and execute a summer vacation bible school opportunity.

Specific Responsibilities: *Youth & Young Adults*

1. Create a safe and healthy environment for youth to explore their growing relationship with God.
2. Collaborate with the youth team to plan and execute elementary, middle school and senior high learning, service and fellowship events.
3. Oversee fund raising events.
4. Promote and oversee ELCA and synod opportunities for youth (i.e. synod Middle School or High School youth events, Camps, National Youth Gathering).
5. Maintain contact with young adults in college.

Specific Responsibilities: *Families*

1. Along with the education and youth teams create intergenerational family ministry events.
2. Possess knowledge of local agencies available to support families in crisis or need.
3. With Christian Education Team, coordinate and implement a **Vibrant Faith/Milestone Ministries** of **Faith Incubators/Steppingstones** program connecting the church to the home, to include a yearly calendar for the milestones and ordering materials.

General Responsibilities

1. Participate in the worshiping community of ZELC on a regular basis.
2. Encourage youth and young adults to take active roles in congregational life.
3. Partner with local ELCA congregations for special events.

4. Prepare annual budget for CFY ministries. Track expenses and youth activities fund revenues. Function within the allotted annual budget.
5. Provide written reports to Council as requested.
6. Attend staff meetings.
7. Be aware of the resources available, specifically for children, youth and family ministry.
8. Be aware of synod events, specifically trainings that are offered to staff and volunteers.
9. Adhere to ZELC employee policies.

Training and Experience:

Required:

- Bachelor degree in Youth Ministry or a related field..
- Ability to obtain a Youth Ministry Certificate from the Youth Ministry Certification Program of either Lutheran Theological Seminary- Gettysburg or Vibrant Faith Ministries of Wartburg Theological Seminary within 3 years of hire.
- Two to five years experience working with youth in a Christian Ministry setting
- Excellent computer skills including social media/networking, MS Office applications.

Preferred:

- Experience organizing/developing volunteers
- Experience leading teams
- Experience with project planning

Core Competencies

- Interpersonal relational skills with youth, parents, staff and community
- Understanding of adolescent development, culture and trends
- Understanding of faith development and various educational methods
- Excellent oral and written communication skills
- Excellent organizational skills
- Demonstrated integrity and trustworthiness

Hours:

This full time position of at least 40 hours per week requires availability to work on Sunday mornings, participating in worship and Head to the Heart Confirmation activities; weekday evening meetings relevant to the position, and the ability to attend weekly staff meetings. Other hours are flexible. This position is salaried and exempt from overtime requirements.

Interested candidates should email resume and cover letter to: zionluth@comcast.net. For more information on the congregation, visit our website: www.zionhempfield.net.

Congregation: St. Paul, York
Position: Organist/Choir Director
Posted: 11/19/12

St. Paul's Lutheran Church, 25 W. Springettsbury Ave., York, PA seeks an **Organist and Choir Director** for two Sunday liturgies, Holy Days, weddings and funerals. Responsibilities include direction for Chancel Choir and Jubilee Singers. Instruments: Three manual, 65 rank Casavant organ (1940) and Model D 9' Steinway grand piano. The successful candidate will exhibit excellent musical skills and work collaboratively with other staff members and volunteers to enrich the liturgical life of the congregation. The salary is negotiable. Inquiries can be made through the church office at 717.843.8155 or by email to st.paulsyork@comcast.net.

Agency: Lutheran Advocacy Ministry in Pennsylvania
Position: Associate Director
Posted: 11/19/12

Lutheran Advocacy Ministry in Pennsylvania (LAMPa) seeks an **Associate Director**. This position is responsible for development, coordination and communication of the Lutheran Advocacy Ministry in Pennsylvania's (LAMPa) statewide e-advocacy action network (ACTIONET). The primary objective is to educate and resource the Lutheran community in Pennsylvania to be a public church. The position will connect the advocacy and social justice work of synods, local congregational leaders and ministries to one another and to the LAMPa agenda with the General Assembly and the Administration. This is of particular importance given the large size of Pennsylvania's full-time state government (253 state legislators). Find a complete description and how to apply at the **ELCA Jobs Board** at

https://rn11.ultipro.com/EVA1000/jobboard/JobDetails.aspx?_ID=*900EC44F4F22B79F.

Application deadline is December 14. Find out more about LAMPa at www.lutheranadvocacypa.org

Agency: Diakon Lutheran Social Ministries
Position: Director, Family Life Services/Church and Community Programs Ministry
Posted: 12/4/12

Diakon Lutheran Social Ministries is seeking a director for its Diakon Family Life Services/Church & Community Programs Ministry. The successful candidate will be a member of an ELCA or full-communion partner congregation, and may or may not be rostered; will have a Master's Degree in Education, Social Work, Counseling, or Theology; will develop and implement programs for congregations, church professionals, and community groups; and will promote this ministry to the various expressions of the church and community. The person will have experience working in an environment of committed church leaders and will be comfortable interacting with members of a variety of denominations. This office is currently located in Topton, Pa. Applicants may apply on line at www.diakon.org/employment/. Please contact the Rev. John Richter by email (richterj@diakon.org) with questions.