

Job Description

Position Title: Area Conference Minister, South Central Region

Reports to: Executive Minister for Area Conference Ministry (EMACM)

Department: Area Conference Ministry Team

FLSA: Exempt

Salary Grade: 8

Hours: Full-Time

Location: Hybrid (CT/MA/RI)

Position Summary:

The Area Conference Ministry Team provides care and connection to the churches, clergy and Associations of the Southern New England Conference, guiding the covenantal processes that bind us to one another, and equipping the Body of Christ for faithful ministry in this time and place.

Serving at the threshold of what has been and what will be, the Area Conference Minister is an agent of transformation, listening for and amplifying the stirring of the Holy Spirit, inspiring and provoking the church to respond, and facilitating adaptive change while maintaining the covenantal processes that already exist. The South Central Region includes Central CT, Farmington Valley, Hartford, Hartford East, Middlesex, New London and Tolland Associations. The ACM-SC will live in or immediately adjacent to the region.

Key Duties & Responsibilities:

- Provide care and connection to the churches, clergy and associations of the South Central Region through regular meetings, visits and participation in special events.
- Embody SNEUCC's presence in its local churches by attending or participating in primary worship as needed twice a month.
- Provide guidance, support and resources to churches and clergy in the search and call process.
- Attend Committee on Ministry and Association meetings to facilitate covenantal processes, provide support and accountability to churches and clergy, and identify and call forth leadership.
- In collaboration with Association leadership, provide covenantal presence at Installations, Ordinations and Services of Release.
- Provide guidance, resourcing and spiritual care to clergy during key moments of their vocational or life journeys.
- Respond to urgent needs that arise in local churches, collaborating closely with the ACM Team and other SNEUCC staff to equip for faithful and vital ministry.

Revised April 2025



Southern New England Conference

United Church of Christ

Living the Love & Justice of Jesus

- Celebrate, connect and affirm where the Spirit is stirring in the Conference.
- Connect churches, clergy, Associations, Conference and covenant partners with the vision of the Conference and inspire and organize towards mutual ministry.
- Nurture, identify and call forth gifts in colleagues, clergy and lay leaders for mutual ministry.
- Provide adaptive leadership to the life of the church in a time of change and transformation.
- Collaborate with SNEUCC staff, National Ministries and other Conferences of the UCC, and with SNEUCC covenantal partners.
- Participate in Conference sponsored events throughout the year.
- Other duties as assigned.

Oualifications:

- Ordination and current Ministerial Standing in an Association of the United Church of Christ, and general knowledge of the traditions and culture of the UCC.
- Master of Divinity or equivalent professional degree required.
- Five (5) or more years of ministry leadership in a local church required; experience serving/volunteering in the wider church preferred.
- A curated spiritual practice and articulated relationship with God.
- Demonstrated capacity to work with people of many backgrounds, cultures and ancestries and to facilitate bridge-building collaborations.
- Ability to articulate and demonstrate a commitment to the mission, vision and values of the Southern New England Conference.
- Strong executive functioning skills, communication skills and professional boundaries.

Benefits

 Health, Dental, Vision, Life and Disability insurance; up to 14% employer contribution to pension plan; generous paid time off.

Travel

 Position may require onsite meetings at SNEUCC offices in Rocky Hill, CT and Framingham, MA, and at churches and other locations across the region.

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Physical Requirements

Data Utilization - Requires the ability to review, classify, categorize, prioritize, and/or analyze data, and/or information. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Equipment, Machinery, Tools, and Materials Utilization - Requires the ability to use computer hardware and software and database systems in regular performance of job duties.

Verbal Aptitude - Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data, and information.

Mathematical Aptitude - Requires the ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; may require ability to utilize principles of fractions and/or interpret graphs.

Functional Reasoning - Requires the ability to apply principles of influence systems, such as: motivation, incentive, and leadership. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.

Situational Reasoning - Requires the ability to exercise the judgment, decisiveness, and creativity required in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA Compliance

Physical Ability - Tasks involve the ability to travel to meetings outside the office, exert moderate physical effort, and may involve some lifting, carrying, pushing and/or pulling of objects and materials up to 20 pounds. Tasks may involve extended periods of time at a keyboard or workstation and/or repetitive motion. **Sensory Requirements** - Some tasks require visual perception and discrimination. Requires oral communications ability.

Environmental Factors - Tasks are occasionally performed with exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, animals/wildlife, toxic/poisonous agents, or pathogenic substances.

EEOC Policy

The Conference provides equal employment opportunities and does not discriminate in employment opportunities or practices on the basis of race, color, religion (except insofar as ordination or religious background may be a qualification for a position), sex, national origin, ancestry, age, disability, marital status, sexual orientation or preference, gender, gender identity or gender expression, pregnancy, genetic information, military status, or any other class or status protected by law.

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