



Position Opportunity:

Director of Congregational Life and Pastoral Care

All Saints Church, Pasadena, CA
Full-time, on-site (Exempt Position)

Start Date: August, 2026

All Saints Church is a large (ASA ~ 900), progressive and dynamic Episcopal Church located in Pasadena, California — a city known for its rich cultural life, history and architecture. A vibrant, diverse parish with a long history of justice work, interfaith relationships, and innovative ministry, All Saints' mission is to walk with a revolutionary Jesus for the healing and transformation of ourselves, our community, and the world. The church is dedicated to a reality of being a “Beloved Community of Belonging,” centered on the shared values of **Radical Inclusion, Courageous Justice, Joyful Spirituality, and Ethical Stewardship.**

Position Overview

For a lay or ordained person, the Director of Congregational Life and Pastoral Care is a full-time, exempt position reporting to the Rector/Priest-in-Charge and supervising the Associate for Congregational Life. This role provides compassionate leadership for the care, connection, and hospitality of the All Saints community, ensuring that parishioners are supported in times of need, integrated into the community, and empowered to live an ever-deepening life of faith.

Primary Responsibilities

Pastoral Care

- Serve as a primary point of contact for parishioners seeking prayer, care, or support regarding emergent challenges.
- Coordinate, and personally participate in, hospital, home, and care facility visits

- Oversee lay-led ministries (a lay pastoral care committee, Eucharistic Visitors, grief support, prayer groups, meal ministries)
- Maintain appropriate records of care needs and follow-up in collaboration with clergy
- Respond to crises with compassion, confidentiality, and appropriate referrals

Parish Life & Community Engagement

- Strengthen parish community through programs and gatherings that build connection across generations
- Design and coordinate hospitality ministries including newcomer integration, parish receptions, and fellowship events
- Support existing lay ministries and the creation of new ministries to meet the needs of our congregation
- Support welcome and belonging for all members of the congregation
- Collaborate with staff and vestry leaders to align parish life with the mission of All Saints

Volunteer Leadership & Support

- Recruit, train, and mentor lay leaders in pastoral and parish life ministries
- Equip volunteers with resources and skills in listening, presence, and confidentiality
- Create opportunities for parishioners to actively participate in caring for one another

Administration & Communication

- Ensure pastoral needs are communicated appropriately within staff and clergy circles
- Facilitate scheduling, assignments, and follow-up for pastoral care and parish life events
- Provide regular updates to staff, vestry, and ministry groups on impact and needs
- Maintain a visible presence on Sundays and parish gatherings to extend welcome

Qualifications: The successful candidate will possess...

- A deep compassion for people and a commitment to pastoral presence
- Experience in pastoral care, congregational life, or community engagement (lay or ordained)
- Strong organizational skills, discerning sense of urgency, and sound administrative capacity
- A collaborative approach to ministry and teamwork
- Excellent communication skills, both oral and written

- The ability to maintain confidentiality and exercise good judgment in sensitive situations
- Cultural humility and the ability to work effectively across generations and diverse communities
- A commitment to building a beloved community of belonging and confronting injustice in all its forms
- Alignment with the mission and values of All Saints Church

All Saints Church is an equal opportunity employer committed to a diverse and inclusive workforce. All applicants will receive consideration for employment without regard to race, color, religion, sex (including pregnancy), age, sexual orientation, national origin, marital status, parental status, ancestry, disability, gender identity, veteran status, genetic information, other distinguishing characteristics of diversity and inclusion, or any other protected status. All Saints is an LGBTQ+ welcoming and affirming organization.

Compensation Range: Compensation and Benefits Package is in line with diocesan standards and will take experience into account.

Benefits: Comprehensive Benefits Package Including – Paid Time Off, Pension, Health, Vision, and Dental Insurance

How to Apply: Email your resume and cover letter to Tim@allsaints-pas.org with the title of the position listed in the subject line.