

Call for Applications (Jan 2025) Pastoral Director of Richmond Hill



Overview of Richmond Hill

Located in the heart of Richmond, Virginia on the city's highest hill, Richmond Hill is a unique blend of a spiritual retreat center, residential community, and ecumenical Christian fellowship. Our mission is to actively seek God's transformation of our metropolitan city through prayer, hospitality, racial healing, and spiritual development. The resident community (10 to 15 individuals at any given time) and non-resident staff of around 10, along with many volunteers, have faithfully maintained an environment for spiritual renewal and racial and justice and healing since 1987 in the urban setting of a former monastery. The four pillars of the ministry of Richmond Hill are prayer, hospitality, racial reconciliation, and spiritual development.

Overview of the Position

The Pastoral Director serves as the chief administrative officer and pastoral leader for Richmond Hill and reports to a board of directors called the Council. The Pastoral Director is expected to actively interact with Richmond Hill's racially diverse and inclusive Christian community and lead the residential community in maintaining the community's daily prayer cycle, caring for the historic building and grounds, offering hospitality to retreat groups and visitors, and providing spiritual formation and growth for the community and for guests. The Pastoral Director oversees the day-to-day operations of Richmond Hill and provides leadership and vision for the current and long-range strategies for the sustainable operation of the organization. It is anticipated that the Pastoral Director will identify and hire one or two assistant/associate pastoral directors in its new organizational structure.

Richmond Hill is in a period of renewal and rebirth with a newly approved strategic plan with three imperatives focusing on sustaining our people, uplifting our unique spiritual and racial justice programming, and stewarding our beloved and beautiful facilities and grounds. The new Pastoral Director will shepherd the implementation of the plan and lead the Richmond Hill community in its commitment to its core values of belonging, social justice, sanctuary, personal and communal growth, and spirituality.

Job Description

The Pastoral Director's responsibilities and duties include the following:

- Serve as the official spokesperson for Richmond Hill and represent it to the greater Richmond community.
- Guide the effective and smooth operation of Richmond Hill by providing leadership in staffing, budgeting, and organizational development activities.
- Provide leadership for implementing the strategic plan and for possible restructuring of staff responsibilities and evaluation of sustainability of all programs.
- Lead the staff and hold them responsible for effectively carrying out their assigned duties.
- Oversee the successful implementation of the program and outreach ministries.
- Provide worship leadership and oversight
- Support and collaborate in the spiritual development and well-being of the members of the residential community and of others in the broader Richmond Hill community.

Required Qualifications

The following are required of the Pastoral Director:

- A bachelor's degree
- Be an individual of strong Christian faith
- A residency requirement to stay at Richmond Hill which will be negotiated at the time of hiring.
- At least 5 years' experience in a leadership role at a non-profit organization or as a minister of a Christian church
- Management experience that includes some or all of the following duties: hiring, supervision, and evaluation of staff; facilities management; financial oversight and budgeting; fund raising; and conflict management.
- Evidence of a proven commitment to social justice and racial healing and an understanding of the history of racial struggles
- High emotional intelligence and a warm and welcoming spirit

Preferred Qualifications and Characteristics:

The following are desired qualities of preferred candidates:

- Graduate coursework and/or an advanced degree
- Credentials as a Christian minister
- Experience in and/or a strong commitment to a residential faith community
- Ability to successfully work in an ecumenical environment with people from different and diverse backgrounds
- Willingness to pitch in when necessary to assist staff in their duties when there are instances of being temporarily short-handed
- Passion for ministries/programs like those offered by Richmond Hill
- Ability to inspire commitment to an organization's mission
- Strong and effective written and verbal communication skills

What We Offer

Compensation includes a modest salary, health and dental insurance, contributions to a retirement plan, paid time off, and a sacred workplace.

Application Process

Interested individuals should submit an application letter, resume, and names of three professional references to the Search Committee at the following email address: applyPD@RichmondHillVA.org For more information, possible applicants can view the Position Profile at the following web address: www.RichmondHillVA.org/apply The position will remain open until filled, however Richmond Hill will provide priority consideration to applications received by **March 15, 2025**.

Richmond Hill
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