



WESTSIDE
Unitarian Universalist
CONGREGATION

Westside UU Congregation Half-time Minister Job Description

Westside Unitarian Universalist (WSUU) Congregation, located in West Seattle, seeks a part-time minister for an initial 18-month contract position, which is eligible to be renewed annually thereafter, beginning in March 2023.

Our ideal candidate will be skilled at working collaboratively with professional and lay leaders to build trust through listening, empowering others, and working to build consensus solutions. Successful applicants should show warmth and empathy in interpersonal interactions while maintaining appropriate professional relationships and boundaries. They should bring experience that will aid our congregation in living into the 8th Principle, including an understanding of how to: work toward dismantling racism and other forms of oppression; proactively include congregants from diverse backgrounds; and support a healthy, healing community. Candidates who are not fellowshipped Unitarian Universalist Ministers (or on the path to become fellowshipped) should understand and affirm the [UU principles](#), including the [8th Principle](#).

WSUU has a strong tradition of shared ministry, and we are seeking a minister who will provide spiritual guidance and leadership in partnership with others. Given that this is a part-time position, we will work with the successful candidate to establish mutually agreed boundaries on time and responsibilities that are both reasonable and fair for the minister. Many of the administrative responsibilities will remain with our Congregational Administrator and the Board.

The ministerial contract will establish the specific, mutually agreed upon set of responsibilities for this 50% time position, which are broadly described here:

- Coordinate with the worship team on the planning of Sunday services, including the identification of service themes and speakers. The minister will generally be expected to deliver sermons two times per month, with the understanding that the minister may recruit an occasional outside speaker to deliver a sermon.
- Participate in the life of the congregation by building interpersonal relationships, welcoming visitors and new members, and being an accessible presence at congregational meetings, activities, and other major events as the ministerial schedule allows.
- Supervise the Congregational Administrator, Music Director, and religious education staff.
- Attend monthly meetings of WSUU Board and the Worship Team. Attend other committee meetings on an occasional basis at times when the minister's presence is needed.
- Provide pastoral care on a limited basis, with support from lay or professional ministry.

- Consult with lay leadership on growth, strategic planning, stewardship, social justice, cultural competency, or other areas.
- Prepare monthly minister reports for the Board meetings and write communications to the congregation periodically.
- Preside over funerals, weddings, and other rites of passage for members of the Westside UU community.

Reporting Structure: This position reports to the WSUU Board.

Compensation: \$45,000-\$55,000 depending on experience, for 50% time, plus .5 pro-rated retirement, medical, disability and life insurance and professional expense benefits, or its equivalent.

Interested applicants should submit a cover letter that includes the reasons you are interested in this job and why you think it might be a good fit, resume, and links to recent sermon recordings to: president@wsuu.org.

Website address: <https://wsuu.org/>

Facebook Page: <https://www.facebook.com/wsuu.westseattle/>