



Anchor Church Palos is pleased to announce an employment opportunity for
-Part Time Financial Clerk (8-10 hours per week).

Anchor Church is a church plant that launched in 2009, located in the southwest suburbs of Chicago. Our founding Pastor, Ryan Hall, grew up in the area and is still faithfully leading the church after 16 years. We are an evangelical church with people from many denominational backgrounds. Our primary partnership is with Send Chicago (SBC), and our doctrinal convictions match those of Baptist, Bible, or Evangelical Free churches.

Our core values include our 4 Pillars:

- **Fervent Prayer** (Ephesians 6:18)

We invite God to direct all of our steps as a church.

- **Passionate Worship** (John 4:24)

We strive to worship the Lord with all of our heart, mind, soul, and strength.

- **Bold Preaching** (2 Timothy 4:2)

We generally go through books of the Bible verse by verse.

- **Courageous Evangelism** (Ephesians 6:19-20)

We get into the community with the love of Christ as we share the Gospel.

FAQ:

We are an elder-led church with deacons assisting to serve the congregation.

We make disciples in community groups that meet at church or in homes. We also offer Bible studies and specialty groups.

We have a thriving kids ministry and a vibrant student ministry.

We do not get involved in politics or incorporate social issues into church programs.

We are located in a network of suburbs, about 45 minutes from the city of Chicago. Our community is safe and full of events and activities for families and children.

Our church community reflects cultural and ethnic diversity, economic stability, and we draw from a wide radius in the region.

We are a medium size church where our staff can know most people by name.

Our staff collaborates weekly and supports each other across all ministries.

We strongly support church planting and other missionaries in the world.



Position: Part Time Financial Clerk (8-10 hours per week)

Job Description

The position reports to our Financial Administrator and to our Senior Pastor. The Financial Clerk will assist the Financial Administrator with accounting and reporting.

Qualifications

- Extensive experience with accounting as a vocation.
- Clean background check.
- Preferable CPA or CMA.
- Solid references from previous employment.

Other Qualifications

- Compatible with our statement of faith and mission as an organization.
- Able to work well with others and resolve conflict.
- Flexible and able to flow with the changing circumstances of church business.

If you are interested in discussing the position, contact Pastor Ryan at rhall@anchorpalos.org.

If you are interested in applying for this position, fill out an application on the website at www.anchorpalos.org.

Anchor Palos offers competitive wages and benefits that will be discussed as part of a formal interview process.

Thank you for considering employment at Anchor Church Palos.