

Director of Faith Formation

Centre Congregational Church, UCC - Lynnfield, MA

\$20,000 a year - Part-time

Centre Congregational Church, an open and affirming congregation of Lynnfield MA is seeking a part-time (20 hours per week) **Director of Faith Formation** to help lead and coordinate our church school and youth programs.

Qualifications :

- Energetic personality with strong organizational skills and a positive attitude
- Open-minded, goal oriented with an inclusive outlook
- Strong oral and written communication skills, including active listening skills and the ability to effectively provide feedback
- Possess a spiritual faith in line with the teachings of the United Church of Christ
- Innovative perspective that will assist with the continued growth and development of the church's educational programs
- Experience with social media, Google Drive, and Microsoft Office a plus
- Christian Education Certification - preferred
- Experience with Godly Play and/or Early Childhood Development - preferred
- Experience with children who have different learning styles and abilities

Responsibilities :

- Coordinate scheduling and staffing of paid and volunteer positions in the nursery and Sunday School classrooms
- Recruit and train leaders and aides
- Attend staff and related committee meetings as needed
- Plan and review annual budget with Educational Ministries Team
- Curriculum: order, organize, and distribute materials to teachers
- Promote Christian Education to the congregation and community through newsletters, the church website, social media, and local newspapers
- Collaborate with community churches to enhance youth programs and events
- Ensure that all Education Ministries Programs and personnel are operating under Safe Church guidelines

Time Requirements: Part-time: 20 hours per week (including Sunday mornings), 48 weeks per year

Works in collaboration with: Education Ministry Team

Start Date: August 21, 2017

Compensation: 20K

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