

Wanted - Interim Children's Education Coordinator – Ashfield

The First Congregational Church of Ashfield, UCC, is seeking a part-time Interim Children's Education Coordinator for our creative, faith-filled, and progressive community that is in transition and is re-imagining our children's program. We're looking for someone who loves working with kids, can relate to families of many different configurations, and feels called to minister to them through creating dynamic Christian Education (CE). \$18-20/hour, 5 hours/week, for the Fall 2018 to Spring 2019 School Year. (Possibility of permanent position to follow.) Regular schedule with some flexibility: must be in church Sunday mornings, 9am to noon; remaining hours for meetings and/or preparation.

Who We Are

First, we are an Open & Affirming Church (ONA). We tend to be theologically progressive (some of us do not identify as Christian but Buddhist, Baha'i, "spiritual," "seeking") but we love the healthy tension that comes from stimulating dialogue and difference. We value teamwork, experimentation, and connection. We seek to teach and follow in the way of Jesus. We live this out by pushing the boundaries of what it means to expand our welcome, love our neighbor, and integrate justice into all that we do.

We are exploring possibilities for expanding partnerships with other congregations in our local area; Children's and Youth Education might be our first such expansion.

Who You Are

A person of faith, loving, creative, progressive in your understanding of God. responsible, organized, and enthusiastic. You work well being supervised and as a supervisor. You enjoy working as a part of a dynamic team. You love working with kids, can relate to families of many different configurations, and feel called to minister to them through CE. You are open and affirming to children and families of all genders, all abilities, all races/ancestries, all socio-economic groups, all backgrounds, all body shapes and sizes.

Overview

Together with the Deacons and Pastor, to help plan, develop, and implement all aspects of a comprehensive child and youth ministry, as well as aspects of multi-generational worship.

The Interim Coordinator will work to foster an environment where children and youth are fully engaged in the life and work of the church community including worship, discipleship, mission and outreach.

The Interim Coordinator has primary responsibility for the organizational aspects of programming for children and youth including Sunday School, nursery, special events, and childcare, and acts as a contact / resource for all families with children in the congregation.

Core Competencies

- Vision and ability to plan, develop, coordinate, manage and implement programs for child and youth ministry.
- Excellent written and verbal communication skills.
- Proven ability to foster relationships with children and youth.
- Ability to work effectively with diverse individuals and teams.
- Ability to train and supervise adult Sunday school volunteer helpers.
- Ability to manage adherence to "Safe Church" policies and to help foster meaningful and uplifting inter-generational relationships. Required to pass CORI checks per standards.
- Ability to establish and maintain effective working relationships with other staff, ministers, lay leadership, broader congregation, and to maintain a teamwork mentality.
- Organizational skills including gathering and organizing resources, orchestrating

multiple activities at once to accomplish a goal.

- Ability to prioritize multiple tasks and respond appropriately to changing situations.

Specific Responsibilities

Work with the Deacons and Pastor to plan and execute Sunday School, including curriculum development, registration, classroom maintenance, recruitment, training and management of teachers and volunteers.

As part of a worship planning team, help plan and execute intergenerational services and 'Children's Moments' or 'Story Times.'

Participate in special events and community outreach and help to coordinate the participation of children and youth in these events.

Work actively with parents to ensure children's needs are being met and Sunday school is a welcoming and safe space for all children.

Ensure communication with church staff and leadership, parents, and the congregation as a whole.

To Apply:

Please send resume and cover letter to Bruce Bennett, deacon chair, First Congregational Church, UCC, Ashfield MA by email at bennettb1792@gmail.com or, if via US Mail, to: First Congregational Church, PO Box 519, Ashfield MA 01330.