

Job Description full or part-time

Director of Children's Christian Formation  
The Cathedral Church of St. Matthew  
Dallas, TX

The Director of Children's Christian Formation will be responsible for planning and implementing a program for the children of the Cathedral. The program is for children 0-confirmation age.

The CE director will be responsible for working with the clergy and the vestry to establish direction and goals for the Christian Formation program. The CE director will be responsible annually for designing, facilitating, and implementing a program, incorporating the established goals, to educate children in the traditions of the Episcopal Church and the teachings of the Bible. The program will be fully integrated to include curriculum, special activities, art, outreach, and music. The CE Director will be responsible for implementing the program including purchasing curriculum and supplies, selecting and training, and communicating the established goals to the teachers, enrolling students, and training volunteers to work on Sundays, and other matters relating to organization and communication. The CE director will communicate Sunday school direction, goals, and accomplishments with the parish.

The CE Director will be responsible for seeing that new families and visitors to worship are welcomed and integrated into the life of the church. Our goal is to have those who attend worship find a small group for each member in their family. The CE Director will provide opportunities for the families of the church with children to come together for social activities. Our goal is to have fun together as Christians. The CE Director will assist families in having a Christian home by sending emails, or mailing including activities, lessons, and devotions.

The CE Director will be responsible for planning events and special activities around Christmas, Easter, and other special days in the life of the Church, including VBS. Our goal is to provide unique educational experiences. The CE Director will assist with nursery needs by helping with staffing and scheduling. Our goal is to provide the best care for our infants and parents/grandparents.

If interested, please contact

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