

Director of Religious Education for Youth and Family Ministries

General Job Description

- Oversight, development and implementation of religious education for parish children and youth and for their parents, working in conjunction with the Youth and Family Ministries Committee and the Clergy Liaison for Youth and Families.

Areas of Responsibility

Sunday School

- Curriculum evaluation and development
- Knowledge of Godly Play or Catechesis of the Good Shepherd
- Teacher training and support
- Monthly visits to classes with the lay Superintendents of Sunday School
- Communication with parents, teachers and wider parish
- Communication with Diocesan and National Church organizations
- Special Event organization and implementation

Youth Education & Youth Ministries

- Understanding and knowledge of Journey to Adulthood Program
- Leader training and support, including ongoing provision of additional resources
- Coordination of Journey Program calendars and events, including fundraising, in conjunction with clergy
- Journey Program promotion and explanation to parents and parish
- Oversight of design and planning for pilgrimage and mission trips
- Confirmation program support, especially to the mentors
- Publicize diocesan programs to youth and parents, and work with clergy to provide adult sponsors for youth attending diocesan events

Nursery

- Schedule paid nursery attendants
- Register families using nursery
- Advocate and publicize nursery care for special events and services

Parent Education

- Monthly Sunday visits to The Gathering Place fellowship hour for parents
- Speaker engagement for occasional forums at The Gathering Place
- Continued development of educational programs for parents

General

- Oversight of classroom maintenance, including nursery, and teacher resource center
- Oversight of student registration and attendance records
- Financial expenditure accounting
- Advise Committee for yearly budget
- Advise Committee for Vestry Report and Annual Report
- Meet monthly with Executive Committee of Youth and Family Ministries Committee
- Meet tri-annually with full Committee

- Meet with task forces of the Committee as necessary
- Meet with clergy liaison and other staff as appropriate

Expectations

- Bachelor's degree required; Master's degree in Christian Education or related field preferred
- Previous experience working with children's and youth ministries
- Ongoing continuing education and professional development
- Episcopal religious affiliation
- Schedule flexibility for evening and Saturday events
- Weekly attendance at the 9:00 service and 10:00 education hour
- Attendance at youth events, retreats, and classes
- 40-50 hour work week
- Cooperative working style with Committee, clergy, parents and volunteers
- Report directly to the Clergy Liaison for Youth and Family Ministry

Remuneration

- Competitive salary relative to education and experience
- Full medical benefits, life insurance, and pension
- Four weeks paid vacation
- Participation in yearly continuing education programs
- Administrative program support
- Leadership role in a dynamic parish with a strong commitment to children's and youth ministries
- Participation in a supportive and engaging parish community

Please send a resume and cover letter via mail or e-mail to:

Diana Laurie
Christ Church, Georgetown
3116 O Street NW
Washington, DC 20007
Diana@christchurchgeorgetown.org