

Director of Educational and Family Ministries

Position Description

Title: Director of Educational and Family Ministries

Part-time position, 20 hours per week, flexible scheduling

Subject to Background Check

Purpose:

To plan and lead the educational ministry of the church to include all age groups, with particular emphasis on young families, in conjunction with the Pastor (Head of Staff), Session and the Christian Education Committee

Accountability:

Accountable to the Session, under the supervision of the Pastor

Qualifications:

- Commitment to the Christian Faith in the Reformed Tradition
- Training and/or experience in Christian Education or a related field
- Spiritually Mature
- Willing to think outside the box
- Compassionate, energetic, collaborative
- Lifelong Learner – Seeks Opportunities for Professional Growth
- Strong Organizational and Communication Skills

Responsibilities:

- To coordinate the education activities of the church to build an integrated and effective ministry of Christian Education, in partnership with the Christian Education Committee
- To keep abreast of educational needs and resources for all age groups in the church and to implement Christian Education curricula responsive to identified needs
- To project enthusiasm and positivity that will support the continued growth of the church membership and spiritual growth of all members
- To serve as staff representative on the Christian Education Committee
- To participate actively in recruiting and training lay teachers for educational programs, including Vacation Bible School and retreats
- To partner with the Fellowship Committee in planning recreational events and intergenerational activities, supported by other Session committees as appropriate
- To attend weekly staff meetings

Relationships:

Session and its Committees (emphasis on Christian Education), the Pastor and the Church Staff

Evaluation:

The Pastor, a representative from the Personnel Committee and one from the Christian Education Committee will conduct performance reviews on an annual basis. The Personnel Committee will review annually the adequacy of compensation.

Website and Facebook:

www.frederickpresbyterian.org

www.facebook.com/FrederickPresbyterianChurch/