Title:  Director of Children and Youth Formation   Proposed start date: July 1, 2018

Reports to:  Rector, St. Columba’s Chapel, Middletown, RI 02842

The Director’s primary responsibility is to create and sustain a Sunday morning youth program for children kindergarten through grade six, designed to teach Christian values, nurture personal growth and develop friendships, in a safe, caring environment. The Director will be responsible for overseeing and supporting teacher volunteers, as needed.

The Director will also be expected to organize and develop several community building events for youth, their families and other members of the parish, including a Children’s Christmas Pageant. Additional responsibilities include:

     Implement and teach a curriculum selected by the Rector in consultation with the Director and input from the Youth Committee (currently Weaving God’s Promises).

    Work with lay volunteers and parents to coordinate a monthly Youth Group meeting

\* Invite and welcome children and youth into the program creatively and consistently; work with Rector, Vestry, and committees to create opportunities for engagement.

     Plan one outing or activity each month of the church school season, including one spiritually focused trip per quarter.

     Communicate clearly and frequently with all parents/ guardians, volunteers, staff, etc. including press releases and newsletter articles.

     Meet regularly with the Rector for supervision, planning, and coordination with other parts of the church’s program.

    Receive and keep current the Diocesan mandated Safe Church training.

48 weeks per year, average 8 hours per week, including 2½ hrs. Sunday mornings, and once monthly Sunday evening Youth Group meetings.

Annual Stipend - $12,000.  (As this is not a full-time job, there is no standard package of benefits per se, personal days and sick days are recognized on an honor system at the Rector’s discretion.

Interested applicants should send a resume and cover letter to the Rev. Erik Larsen, (rector@stcolumbaschapel.org) and include “Children and Youth Ministries” in the subject line. Please add any other relevant materials that you wish to your email.