

Christian Education Director for Children and Youth

St. Luke's Episcopal Church, 465 First Parish Rd. Scituate MA 02066

St. Luke's is an open and inclusive Episcopal Church that values diversity and is seeking someone to oversee and coordinate our Sunday School programs, pre-k to 5th grade, and to build and grow a middle school and high school youth program, as well as co-ordinate and oversee other children and family activities throughout the program year. We are looking for someone who is an excellent organizer, coordinator, and who is efficient, to work with our children and the adult volunteers. We hope for someone who is enthusiastic about children and youth ministries and forming our young members into caring and faithful adults through engaging and fun class time lessons, outreach projects, and worship.

Responsibilities:

- Evaluate, supplement, and implement current educational programs:
 - Godly Play (pre-k- 2nd grade)
 - Building our Faith Brick by Brick (3rd grade to 5th grade)
- Create and manage a calendar for lessons and volunteers to teach them for the year
- Organize and oversee the Children's Space in the sanctuary
- Grow programs for youth as the children age up into these grades
- Create, implement, and oversee Outreach projects for all grades regularly throughout the program year
- Recruit, train, and support volunteer teachers and leaders
- Oversee registration and maintain church school records
- Oversee Safe Church training of volunteers and collect CORI information for the office
- Manage the Church School budget
- Oversee the organization and procurement of supplies
- Organize the Christmas Pageant and other in worship events
- Communicate regularly with the Rector, Vestry and Parish Administrator, as well as families and volunteers
- Welcome new families into the life of the church

Qualifications:

- High School degree or more
- Experience with teaching
- Excellent interpersonal skills
- Strong organizational skills and ability to time manage, prioritize and delegate
- Strong communication skills in person, in written form, and computer knowledge
- Godly Play training a plus (but can do once hired)
- CORI check and Safe Church training will be required

Time and Salary: Year-Round, about 10 hours a week with significant time off in July. Sundays 9am to noon are mandatory and the rest of the week is flexible. Salaried total package is \$10,000

To Apply: Please send resume and cover letter to The Rev. Natasha Stewart via email at stlukeprieatnfs@gmail.com or mail them to St. Luke's Episcopal Church