

Trinity Church in the City of Boston
Director of Early Childhood Ministries

Trinity Church in the City of Boston is an Episcopal Church, home parish to approximately 3,000 households. It is a place of worship and prayer and a hub for social and justice ministries. We are a part of the worldwide Anglican communion, with 70 million members. Our parish home is also a national landmark building that serves as a cherished part of the physical heritage for the city of Boston. In a usual year, we welcome 70,000 tourists through our doors, and our annual “Candlelight Carols” services anticipating Christmas have been a staple of New England’s holiday season since 1909. In accordance with our baptismal covenant, Trinity Church affirm the inherent worth and dignity of every person. We strive to include all persons without regard to sexual orientation, race, nationality, gender, family configuration, ethnic background, economic circumstances, difference in ability, culture, or age. Our love and acceptance of each other embody our commitment to unity with God and each other in Christ. Among the myriad of ministries offered, Trinity Church’s Children’s Ministry is in a space where we eager to continue to grow our offerings to meet the needs of all of our children and families as we have resumed our full program calendar since the pandemic.

Position Summary

The Director for Early Childhood Ministries (The Director) is responsible for planning and implementing all ministries that encourage the faith development of our youngest members and their families from birth to third grade. The Director works closely with Director of Youth and Young Adult Ministries and is an integral member of the Family Ministries team (that includes the Senior Associate, Youth Director and the Trinity Music Department.) The Director of Early Childhood Ministries should be deeply grounded spiritual and prayer life and have Experience in early childhood education and delivering differentiated content in developmentally-appropriate ways.

Reporting Relationships

The Director will report directly to the Senior Associate who oversees Lifelong Formation Ministries.

Essential Duties and Responsibilities:

- *Oversees Nursery and Nursery Staff*
 - Providing a safe and nurturing space for our youngest members. This includes training, scheduling, and supervising the Nursery Workers and also maintaining and upkeeping our current nursery facilities.
- *Plans and Implements Sunday Morning Classes and Children’s Homily during Program year*
 - Recruiting, Training, and equipping volunteers for Children’s Ministry, this includes choosing curriculum and maintaining our programs on Sundays for Children.
- *Collaborates with Family Ministry Events and Offerings, including parish wide events which include:*
 - Welcome Events for Families
 - Advent Wreath making
 - Epiphany Brunch
 - Easter Family Ministry Events
 - Gatherings for Families (6 times per year)
 - Baptismal preparation, baptismal anniversaries, formation
 - Guild of the Christ Child/New Baby Ministry

Schedule:

While days of the weeks are flexible Sundays are required in person days and Mondays will be your day off.

Work Location: In Person a minimum of 3 days a week.

Interested applicants should submit a cover letter with resume to

cmdirectorsearch@trinitychurchboston.org for consideration no later than February 21.