

## **Director of Faith Development for Children**

### **The First Parish Unitarian Universalist Church in Bedford, Massachusetts**

First Parish in Bedford is a vibrant community that invites us to look inward toward the wellsprings of spiritual growth and outward toward a world that struggles for justice and peace. With around 320 certified members and 83 registered children and youth, we bring energy to our beloved community and to our lived values within and beyond our walls. Our Senior Minister is engaged in lifespan ministry and is actively involved with our children. Our Minister of Faith Development is also deeply committed to our programs for all ages. If inspiring worship, strong social justice focus, collaborative team leadership, and love of children resonate with your values, please visit our website (<https://www.uubedford.org/>) to learn more about our church.

First Parish in Bedford is committed to creating an inclusive and supportive workplace for people of all identities, and we work to make our community accessible for all. Applicants of all genders, sexualities, racial and ethnic backgrounds, and with disabilities are warmly welcomed and encouraged to apply.

#### **Position Summary**

Are you excited about the idea of growing multigenerational programming, volunteer engagement, and engaging with the full faith development of children? If so, we welcome your application for our congregation's Director of Faith Development for Children (DFDC). Following UUA guidelines for salary and benefits, we can offer between \$69,900 - \$85,300 per year for a full-time employee (40 hours/week), commensurate with experience and credentials. Applicants interested in working part-time (32 or more hours per week) will also be considered. The start date for the DFDC role is August 1, 2024. Applications will be considered as they are received.

The Director of Faith Development for Children at First Parish in Bedford reports to the Minister for Faith Development (MFD). The DFDC provides leadership for the Faith Development program with primary focus on pre-K through 8th grade children. The DFDC collaborates with the MFD to promote faith development and nurture spiritual growth plus UU values in children. The DFDC also works with the Senior Minister, the Faith Development Committee, and members of the staff and congregation to connect our kids to all aspects of congregational life.

#### **Basic Job Qualifications**

- Three+ years of leadership experience with a vibrant religious education program or relevant secular education program
- Demonstrated understanding of UU faith development curricula and resources

#### **Additional Job Qualifications**

- Associate level (or higher) credentialing with the Unitarian Universalist Association or willingness to pursue credentialing with our support
- Understanding of child development and enthusiasm for working with children

- Commitment to Unitarian Universalist (UU) values, liberal religious education and working with families from diverse spiritual backgrounds
- Ability to relate to and communicate easily with children and parents
- Strong written and verbal communication skills, including tactful conflict resolution
- Flexibility in dealing with unexpected challenges
- Commitment to maintaining a safe environment for children
- Ability to balance competing priorities in a sometimes fast-paced environment
- Ability to work collaboratively and independently
- Proficiency with electronic media for communication and program planning, including Google drive, Zoom and social media platforms
- Experience working with and advocating for marginalized communities, including neurodiverse, trans and nonbinary kids

### **Principal Duties and Responsibilities**

#### *Program Development*

- Evaluate, select, maintain and implement age-appropriate curricula for children pre-K through 8<sup>th</sup> grade
- Develop programming that includes multi-age, community-building, and community engagement activities. This involves Sunday morning Religious Education (RE) classes plus other kid programs like Junior Youth Group.
- Recruit volunteer RE teachers and lead training programs for classroom instructors
- Coordinate staffing for nursery and childcare during Sunday worship and congregational events as needed
- Collaborate and communicate with the Faith Development Committee (FDC) about program needs, issues, budget requests and new families
- Explore opportunities for engaging with the wider community (e.g. field trips and family-oriented volunteering opportunities)
- Support congregation outreach efforts (in partnership with the Membership Committee) especially in attracting families with younger children

#### *Worship*

- Provide ministry to children through regular multigenerational worship
- Create and lead “Time for All Ages” presentations (a multi-generational component of regular Sunday worship)

#### *Administrative*

- Recruit, train, and manage FD staff (e.g. nursery and childcare personnel)
- Support FD program volunteers (adult and teen teachers for pre-K - grade 8)
- Communicate regularly with parents and the congregation via email, the church’s monthly newsletter and other electronic media

- Supply FD information and content for the First Parish Bedford website (e.g. write and post copy and images in consultation with MFD and/or Senior Minister)
- Provide a timely response to questions, comments and requests for information about the FD program from current and prospective parishioner families
- Attend and participate in staff meetings

*Other*

- Maintain professional growth and connections by attending events such as the New England LREDA cluster and regional meetings, continuing education conferences and workshops, and LREDA Fall Conference or other continental LREDA activities.
- Other duties as assigned.

**Job Application process**

All DFDC applications must contain:

- A cover letter which includes a statement of your faith development philosophy or vision
- A resume of relevant education (formal and/or informal), employment and volunteer experience
- Names and contact information for three references

Please send inquiries and applications to [uubedford-employment@googlegroups.com](mailto:uubedford-employment@googlegroups.com)

Applications will be reviewed and considered on a rolling basis until the DFDC opening is filled.