

# **Director of Christian Education, Youth and Families**

## **Job Description**

Prepared May 2026 by the Board of Christian Education

We are seeking a warm, organized, and creative leader to help grow and guide our children and youth ministries. This flexible part-time position is ideal for someone passionate about faith formation, community, and working with children and families.

### **Qualifications**

- Background in education, theology, ministry, or related experience preferred
- College students and emerging leaders are encouraged to apply
- Experience working with children, youth, or church education programs is a plus
- Strong communication, organization, and leadership skills
- Comfortable using email and social media for communication
- Ability to recruit and support volunteers
- Must support the welcoming and progressive mission of our church
- Background check required
- Must complete UCC Safe Church/Boundary Training (or be willing to complete shortly after hire)

### **Responsibilities**

- Coordinate Sunday School programs (Nursery–8th Grade) during the school year
- Prepare or organize weekly lessons and support volunteer teachers
- Maintain communication with families through email, social media, and other outreach
- Help plan family events, youth activities, special Sundays, and seasonal programs
- Lead Vacation Bible School planning and summer programming
- Work collaboratively with church staff, volunteers, and the Christian Education Board
- Attend monthly church leadership meetings

### **Position Details**

- Part-time: approximately 13 hours per week

- Flexible scheduling
- Some seasonal weeks (Christmas/Easter/VBS) may require additional hours

This is a wonderful opportunity for someone who enjoys building relationships, encouraging children in faith, and creating meaningful experiences for families in a supportive church community.

To apply, please email your resume to [scc.ucc.christianed@gmail.com](mailto:scc.ucc.christianed@gmail.com).