

CHRISTIAN EDUCATOR FOR CHILDREN AND YOUTH

2021

Purpose

To provide opportunities for youth and children to find God through service, worship, fellowship and Bible study.

Accountability

Planning, developing, coordinating and overseeing the educational ministry and programming for the children and youth of GPCC in accordance with the policies and directions from the Session and Children and Youth Ministries Committee (CYMC). Accountable to the Pastor as Head of Staff and to the Session through the Personnel Committee.

Qualifications

A Bachelor degree is required, preferably in Christian Education is. A Masters degree or Certification by the Association of Presbyterian Church Educators (APCE) is desired. The position requires the person's theology and practice of Christian faith must be consistent with our Presbyterian/Reformed theology and practice.

A strong sense of joy and a call to work with children and youth are essential. Excellent and effective communication is required with our children, youth and their parents often during non-work hours in addition to various committee structures such as the Worship Committee, the Fellowship Committee, the Mission Committee and Adult Education and office staff, the PreSchool Director, the music staff, church school teachers, youth advisors, and GPCC families. Attend staff meetings. Nurture and encourage an appropriate environment of spiritual growth and maturity.

Outcomes

Work with CYMC to coordinate and assist recruiting leaders for a comprehensive and developmentally appropriate ministry for infants & toddlers, preschoolers (3–5-year-olds), and elementary school children, which includes nursery, communion education, fellowship activities and mission opportunities. In all ministries, provide support, resources and training for lay leaders.

1. With CYMC, recruit lay leadership and coordinate a summer Vacation Bible School program for children. Also assist CYMC with recruiting Sunday School teachers and leaders, and youth advisors. Develop those persons with training, resources, and on-going support. Arrange for paid nursery workers during worship and other church events when requested in advance.
2. Research, develop and implement developmentally-appropriate milestones for volunteer Sunday School curricula for children and youth aged infant to 12th grade.
3. With the youth ministry, middle school 6-8th and high school 9-12th, coordinate a comprehensive and developmentally appropriate ministry program working with laity on retreats, service projects, conferences, mission trips and spiritual pilgrimages. Coordinate a confirmation program as directed by the CYMC by recruiting teachers and mentors and setting the confirmation calendar.
4. Annually, submit goals and budgets to the CYMC, Pastor and Personnel Committee that set forth creative and effective ways to accomplish these goals while also incorporating any priorities set forth by the Session and CYMC.

5. Keep current on trends in Christian education, utilizing the funds and time provided by the church and forwarding the priorities of the CYMC and Session. Maintain membership in the Association of Presbyterian Christian Educators (APCE).
6. Comply with Guilford Park Presbyterian Church's Protection Policy as well as Employee responsibilities in the Personnel Committee's Policies and Procedures. Train and sign background checks.

Type

Full-time Exempt position.

Benefits

All standard benefits for full-time staff, including four weeks' vacation and two weeks continuing education.

Evaluation and Compensation

Performance reviews will be conducted annually by the Pastor/Head of Staff and the Personnel Committee. Input from various sources (360 feedback) may be utilized.

The Personnel Committee, in consultation with the Pastor/Head of Staff, will review annually market data on the adequacy of compensation.