

Faith Formation & Family Ministry Job description

Broadmoor Community UCC is seeking a faithful and energetic person to lead our Faith Formation & Family Ministry programs (babies to elders). Faith Formation plays a key role in the mission of BCC. It is a goal of BCC to provide and promote a wide range of opportunities for faith growth and development within the Church community. The Coordinator will report to the pastor but work in coordination with the Board of Faith Formation (BFF), the Minister of Music, and church volunteers. We are looking for someone to bring new energy and ideas to our programs, including:

- Creative, thoughtful, age-appropriate Church School activities for grades preK-5th
- Meaningful youth programs, including fellowship, worship, and service (including biannual mission trip) opportunities for grades 6-12.
- Adult study groups and programs
- Events to promote connections among families of the church
- Creative methods to recruit and train volunteers.

Qualifications:

- A person of faith who has exhibited commitment to the Church and to nurturing the spiritual needs of children, youth, and adults.
- Strong leadership, organizational and communication skills.
- Ecumenical and inclusive outlook, supportive of the UCC traditions and values.
- Strong understanding of confidentiality and appropriate boundaries.
- Bachelor's degree and experience in Christian education leadership roles preferred.
- Must have the ability to transport children to and from events, off-site excursions, and/or to seek medical attention when/if needed.
- Shall hold current certification in CPR (BLS) and First Aid.

Position Duties: This is a part-time salaried position (15-25 hours/week). It includes Sunday mornings and some evening meetings. Compensation commensurate with background and experience. Salary range \$19,500-\$32,500. Please email your resume, cover letter & 3 references (acubbage@broadmoorchurch.org)

- Provide Faith Formation opportunities at church and at home for Children, Youth, and Adults
- Provide leadership to the educational ministry of the church, including the identification and training of leaders for Church School, Summer programs, Adult classes and Youth Ministry.
- Work cooperatively with the pastoral staff on faith milestones (including but not limited to: Communion Instruction, Bible Workshop, Youth Sunday, and Confirmation).
- Collaborate with the BFF to submit a budget, annually.
- Submit regular reports as requested.
- Use digital tools to communicate in a timely manner with families and the broader church.
- Other duties and activities as required, including but not limited to staff and BFF meetings.

Job Type: Part-time

Pay: \$19,500.00 - \$32,500.00 per year

Benefits: robust PTO policy

- Flexible schedule

- Paid time off

Schedule:

- 4 hour shift
- After school
- Weekends as needed

Work Location: In person