



The First Congregational Church of Webster Groves, United Church of Christ – an Open and Affirming Congregation of 250 adult members near St. Louis, Missouri – announces openings for two part-time staff positions: **COORDINATOR OF FAITH FORMATION** and **COORDINATOR OF YOUTH MINISTRIES**. Each begins, August 3, 2020.

The COORDINATOR OF FAITH FORMATION (CFF) is a salaried, 24-hour per week position, designing and implementing programming for the religious education, faith formation, and spiritual development of young children (Preschool through 5th Grade) and adults. The CFF works in partnership with the Coordinator of Youth Ministries for the purpose of delivering coherent, educational programming, experiences, and outcomes rooted strongly in the values and direction of Progressive Christianity in a growingly diverse faith community. The CFF recruits, trains, and supervises three paid staff and additional volunteers. Applicants should have a strong background in religious education in a progressive theological setting, preferably including collaborative partnerships and team building. Competitive compensation and vacation.

The COORDINATOR OF YOUTH MINISTRIES (CYM) is a salaried 20-hour per week position, designing and implementing programming for the religious education, faith formation, and spiritual development of middle and high school youth (6th through 12th Grades). The CYM works in partnership with the Coordinator of Faith Formation for the purpose of delivering coherent, educational programming, experiences, and outcomes rooted strongly in the values and direction of Progressive Christianity in a growingly diverse faith community. Applicants should have a strong background in youth ministry in a progressive theological setting. Candidates with skills in music, social networking, and electronic media are especially encouraged to apply. Competitive compensation and vacation.

These positions will not be combined. Job descriptions may be downloaded from <https://firstchurchwg.org/staff/christian-education-ministry/>

Interested individuals are invited to submit résumés (as MS Word or PDF attachments) to

Christian Education Personnel Search
personnel@firstchurchwg.org
SUBJECT: CFF (or CYM) Recruitment

Please, include an email introductory message detailing why your candidacy should be of particular interest to our Christian Education Ministry. Deadline for submissions is 11:59PM, Wednesday, June 23.

First Congregational Church, UCC | 10 W. Lockwood Ave. | Webster Groves, MO 63119
www.FirstChurchWG.org

“Seek Christ in each. Serve God in all.”

VISION AND MISSION STATEMENTS, AND COVENANT OF THE FIRST CONGREGATIONAL CHURCH OF WEBSTER GROVES

THE VISION OF THE FIRST CONGREGATIONAL CHURCH OF WEBSTER GROVES, UNITED CHURCH OF CHRIST, is to be a dynamic Christian community expressing God's love, hope, joy, and peace for all people.

OUR MISSION is to provide:

- Worship that praises God, shows commitment to the teachings of Jesus, and celebrates the Holy Spirit in ways that express the diversity of our experiences and encourage spiritual growth and commitment.
- Educational activities that promote faith and intellectual growth for children and for adults.
- Advocacy and care for those in need in our community and throughout the world.
- Community that seeks justice, loves kindness, and walks humbly.
- Hope, love, and encouragement to all who seek our support.
- Grace and forgiveness for ourselves and all who seek the ministries we share in worship, music, and fellowship with others on life's journey.

OUR COVENANT:

We who are called of God into this Christian community covenant together:

To seek to know the will of God,

To experience the joy and struggle of discipleship,

To proclaim in word and deed the love of Christ, and

To work for peace and justice among all people.

We trust God's promise of grace and forgiveness, and the presence of the Holy Spirit in our trials and rejoicing.



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Coordinator of Youth Ministries

Reports to: Pastor
Status: Part-time (20 hours per week), non-exempt

Summary

The Coordinator of Youth Ministries (CYM) works with other professional staff, the Christian Education Ministry, and any task force or committee designing and implementing programming for the religious education, faith formation, and spiritual development of middle and high school youth (6th through 12th Grades). The CYM works in partnership with the Coordinator of Faith Formation for the purpose of delivering coherent, educational programming, experiences, and outcomes rooted strongly in the values and direction of Progressive Christianity (see Responsibilities Shared with Coordinator of Faith Formation, below).

Responsibilities

The Coordinator of Youth Ministries

- Coordinates and directs all programming for youth in 6th through 12th grades, including youth Sunday School, meetings of any youth group, leadership development, service projects and programs, and recreational events;
- Acquaints oneself with each youth, knowing their preferred name, gender identity, sexual orientation, and family relationships; and, to this end,
 - Maintain complete and accurate records about young people engaged in the youth program, primarily in the form of paper copies of Registration Forms (completed by a parent or legal guardian) and parental notes, in a filing system provided by the Church;
 - Keep complete and accurate records of attendance of each youth meeting, event, and Sunday School class;
- Recruits, trains, supervises, and evaluates adult volunteers for the youth program;
- In coordination with the Pastor, plans and conducts Confirmation Classes;
- Provides preliminary pastoral care for youth and their families, reporting immediately to the Pastor any perceived critical needs;
- Directs youth participation in any worship services led by the youth;
- Exercises appropriate, regular, and efficient communication with youth and parents about the youth program;
- Organizes and leads fundraising in support of any and all youth projects, trips, and other events;



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- Is primarily responsible for young people's music programming:
 - the CYM is the musical director of the Sunday School, leading the musical portion of Sunday School assemblies, and sharing in the organizing and rehearsal of worship events such as the Sunday School Christmas program in December;
- Attends monthly Missouri Mid-South Conference Covenanted Youth Ministry meetings;
- Every three years, attends seminars required by the Missouri Mid-South Conference for persons in ministry, in particular Anti-Bias Training and Boundary Training.
- Maintains a weekly schedule of at least eight (8) published office hours, to provide accessibility to other staff members and the Congregation;
- Composes a monthly newsletter column;
- Submits a report to the Christian Education Ministry, prior to their monthly meeting;
- Meets regularly with the Pastor and Coordinator of Faith Formation;
- Serves as liaison with Scouting Troop 301, possibly including welcome of new parents, attendance at one or more Courts of Honor per year, and provision of an invocation at one or more of these occasions;
- Performs other duties pertaining to the general ministry of the Church, as may be negotiated or assigned.

Responsibilities Shared with Coordinator of Faith Formation

- Organize and direct children's and youth's participation in the Family Christmas Eve and Sunday School Christmas worship services;
- Organize, provide, audit, and report on any scholarships provided to children or youth for any church-related activities (e.g., Camp MO-Val scholarships);
- Participate in planning intergenerational worship services;
- Assure that the Church's *Safe Child Policy* is upheld;
- Exercise appropriate and helpful practices of communication with other staff members, lay leaders, youth, and families.