

**Director of Congregational Faith Formation
First Presbyterian Church- Granville, Ohio
Position Description**

Purpose of the Position:

The Director of Congregational Faith Formation serves the greater purpose of the church: glorifying the living God and loving our neighbors unconditionally. This position is responsible for promoting faith development of the entire congregation, including children (pre-K through 8th grade) and their families, supporting the staff working with High School youth, engaging new visitors and members, and creating outreach strategies to connect new people with our church.

Responsibilities of this Position:

Lead faith formation and fellowship for children and youth through 8th grade:

- Provide overall direction for Sunday morning children and youth faith formation (Pre-K through 8th grade)
- Identify, train, and support those called to work with children and youth
- Select curricula
- Teach children's program during the worship service
- Support Middle School Youth faith development with community-building, formative events such as annual retreats
- Support and participate as needed in the annual ecumenical Vacation Bible School

Create and execute programs for families with children:

- Equip parents for faith formation development at home
- Provide faith formation and fellowship opportunities for families
- Consult with those requesting baptisms for their child/children
- Provide support for families, including crisis intervention, in conjunction with the pastor

Make and deepen connections:

- Create strategies to invite new people into the ministries of the church
- Meet with those new to this church to identify:
 - Their gifts and talents, and how they can serve the church's ministries;
 - The needs they bring, and how the church can support them;
 - Possibilities for their continuing faith formation
- Facilitate spiritual growth and connections for members of the congregation

Oversee and Support

- Supervise paid childcare staff
- Ensure all staff and volunteers receive required child safety training and background screening in accordance with church policy

- Support the Director of Senior High Ministries

Collaborate

- Work with the Christian Education and Faith Formation Team to assess and develop ministry programming
- Recommend utilization of budgeted and special funds
- Work collaboratively with the Head of Staff and other program staff members

Communicate to the congregation on a regular basis through

- Social Media
- Messenger (congregational newsletter)
- Worship announcements
- Annual Report
- Other means as appropriate

Pursue personal and professional development through

- Conferences and seminars
- Professional organizations and cohorts
- Participation in the activities of the Presbytery, time permitting

Lines of Authority and Accountability:

The Director of Congregational Faith Formation is accountable to the Head of Staff and works in concert with the Christian Education and Faith Formation team.

Qualifications:

- Masters of Arts in Religious Education (or equivalent) preferred
- Commitment to one's own faith formation
- Theology consistent with the Presbyterian Church
- Strong emotional intelligence
- Supervisory experience
- Ability to lead projects collaboratively
- Experience as staff or volunteer in a church setting
- Solid verbal and written skills
- Teaching skills
- Relates well to all ages

Terms of this Position:

This position is a full-time, 40 hour per week position and is exempt from overtime. Benefits, vacation and holidays will be in accordance with the policies outlined in the church's Employee Handbook.