



GRACE COVENANT

PRESBYTERIAN CHURCH

- Position Title:** Director of Christian Education
- Status:** Full-time/Exempt
- Working Relationship:** Reports to the Pastor/Head of Staff and is accountable to the session through the Children's Ministry, Youth Ministry, and Adult Ministry Teams.
- Supervisory Duties:** Serves as supervisor of the Child Care Coordinator, Youth Ministry Intern, Summer Youth Ministry Intern, and any other children's or youth ministry positions.
- Position Description:** Works for the spiritual development of all ages through Grace Covenant's education, fellowship, and service/outreach programs.

Position Duties and Responsibilities:

- Develop appropriate curricula for all educational ministries of the church;
- Help envision, facilitate, and create new educational experiences to enhance the faith development of all ages;
- Develop and oversee a system of hospitality and creativity that reaches and builds relationships with active and inactive children, youths, and families to encourage their commitment to Christ and their involvement in the life of the church;
- Engage in professional and spiritual development to support meaningful ministry with all ages by studying culture, networking with other educators, and serving in the community;
- Identify, oversee, and support volunteers, teachers, and leaders in the educational ministries of the church;
- Coordinate with other staff, volunteers, and participants as they plan, direct, and participate in children's and youth ministries (e.g., music programs, Mission & Music Trip, youth conferences);
- Oversee compliance with the Child Protection Policy for volunteers in children's and youth ministries; and
- Serve as the primary staff member for the Children's Ministry, Youth Ministry, and Adult Ministry Teams, attending their monthly meetings and working with the team moderators to support their work and accomplish the teams' missions.

– Children’s Ministry

Participate in supervision and evaluation of childcare, “Awakening to Worship,” and other paid and volunteer staff, and serve as the liaison to the Pioneer Preschool; and

Coordinate with and lead other staff and volunteer adults as they plan, direct, and participate in child-centered ministries (e.g., Sunday School, SMASH (Sports, Music, Art, Service, “Hangout”), Vacation Bible School, Lord’s Table classes, Bible Workshop, Trunk or Treat, Easter Egg Hunt).

– Youth Ministry

Encourage the participation of youths in all aspects of the church’s life and in life beyond the church (e.g., Montreat Youth Conference, Massanetta Middle School Conference, Presbyterian Youth Triennium, etc.) by developing leadership and fellowship skills and providing opportunities to share their gifts, equipping them with resources and support, and offering helpful feedback, boundaries, and perspective;

Oversee Confirmation by identifying mentors and other volunteers, supplying mentors with curriculum and other resources needed through the year, giving exam feedback to Confirmands, planning the Confirmation retreat, and periodically checking in with mentors; and

Coordinate the hiring and supervision of the Summer Youth Ministry Intern and the School Year Youth Intern who help with planning, leading, and coordinating youth activities with support of the Youth Ministry Team.

– Adult Ministry

Oversee a program of adult ministries that will place significant emphasis on varied and engaging adult education opportunities in spiritual gift assessment, discipleship, faith application, Bible study, theology, and other aspects of faith development.

Interested Replies:

Interested candidates should send their resume to: patrick.bell@gcpc.org.

Grace Covenant Presbyterian Church is a Presbyterian Church (U.S.A.) congregation of 365 members in Overland Park, Kansas. Grace Covenant is an equal opportunity employer. All employment at Grace Covenant is at-will and governed by Grace Covenant’s Manual of Personnel Policies.