

The First Congregational Church of Ridgefield, Connecticut

We are seeking a **Director of Faith Formation** to inspire and nurture children through sixth grade as they grow in faith and in their emotional, intellectual, and spiritual development. Working alongside families and teachers, the Director will help children build a strong foundation for a faith that becomes their own – a living and vibrant expression of who they are becoming.

This is a part-time position averaging 20 hours per week and reports directly to the Senior Minister. Provides time off with full pay from mid-June through mid-August each summer.

Director of Faith Formation **Position Description**

Areas of Responsibility

Faith Formation:

- Support faith formation and Christian education for children through 6th grade, including the review and development of curriculum that provides continuity across the church's programs.
- Equip parents and extended family members as significant partners in faith formation, both at church and at home.
- Advocate for meaningful ways children can participate more fully in congregational worship.
- Develop opportunities for children to participate in and contribute to mission and community activities.
- Coordinate and facilitate children's programs, including Sunday School, the church's Childcare (nursery), leadership recruitment and support, ordering materials, seasonal programs, Bible Presentation, Communion Readiness, Rally Day and other intergenerational activities involving children.
- Coordinate a Message for Children during Sunday worship.
- Build lasting relationships with and among children, helping them experience their church relationships as an extension of the love and support they receive at home and as a foundation for a life-long journey of Christian discipleship.
- Help connect children's lessons to everyday life at church, home, school, and beyond.

Volunteers:

- Develop and resource teams of volunteers to support various aspects of children and family programming.
- Help Children and Family Ministry (CFM) function effectively under lay leadership by developing activities and parent support that strengthen family involvement in the church community.
- Help prepare CFM to be a strong partner to this position.
- Gradually transfer appropriate tasks to CFM, such as communications and budgeting, so this position can focus on key ministry objectives.
- Encourage teachers to help develop and prepare curriculum by providing access to quarterly

materials and flexibility when implementing lessons.

- Act as the staff liaison to CFM and attend its meetings.
- Train and manage all volunteers to comply with all Safe Church requirements.

Collaboration with Other Ministries:

- Collaborate with worship leaders and families in developing programs such as the Hanging of the Greens, Advent Wreath Lighting, Family Christmas Eve, Teacher Recognition, Bible Presentation, Blessing of the Animals, and seasonal events such as Easter, Pentecost, Halloween and Lent.
- Collaborate with Mission to develop suitable mission activities for families with children.
- Collaborate with Adult Ministry to develop learning opportunities that support parenting and the faith formation of children.
- Produce a Children's Christmas Pageant in collaboration with the Music Ministry.

Administration:

- Communicate regularly with families regarding Sunday School, all family events, and mission opportunities.
- Plan and implement an annual calendar in conjunction with the whole church staff.
- Develop and track annual budgets for Children and Family Ministry.
- Work with the congregation's administrative and support staff to communicate CFM activities to the congregation and wider community, including ways others can support and participate in this ministry.
- Serve as an integral member of a staff team by attending and contributing to staff meetings.

Professional Relationships and Development:

- Develop peer relationships with local Ridgefield faith communities and with faith formation professionals and volunteers in other congregations of the Southern New England Conference of the UCC.
- Organize teams to attend various educational and faith formation events offered by the Southern New England Conference.

Supervision:

- Reports directly to, and be accountable to, the Senior Minister.
- Respond to other requests made by the Senior Minister, in addition to the responsibilities described above.

Qualifications:

- Bachelor's degree in education preferred, Seminary or divinity degree highly valued.
- Has at least 2 – 5 years of proven experience in children's ministry, Sunday School coordination, or a related educational role.
- Possesses a theological or extensive church membership background.
- Demonstrates a desire to be an integral and inspiring presence in the lives of children.
- Proven ability to recruit, train, and manage teams of volunteers.

To apply, please e-mail a resume to David Montieth at dmontieth@icloud.com.