

Director of Faith Formation Ministry, job description

-Comprehensive level (as developed by Jan Gartner, UUA Professional Development Associate, 2014)

A well-developed lifespan position that goes well beyond children's programming to provide overall leadership for all ages in the area of faith formation, including integration with multiple areas of church life. In collaborative relationship with staff team and operates with a high level of authority within the program area.

Responsibilities:

- Volunteer recruitment and support
- Faith formation staff recruitment, hiring, evaluation, & support
- Communication with families
- Materials and space preparation
- Record keeping
- Program policy development and implementation
- Strategic planning including curriculum selection, planning, and adaptation
- General administrative tasks including budget development & monitoring
- Childcare coordination
- Worship involvement (TFAA, multigen worship)
- Oversight on separate programming for youth (OWL, youth groups, Coming of age)
- Coordination of adult education programming, including OWL
- Front-line staff support for families
- Communication with congregation
- Service to and leadership in the wider UU religious educator community
- Social justice and/or interfaith activities involving all ages
- Advanced professional development.