

Religious Education Coordinator

Administrative and Volunteer Support

A primarily administrative role supporting a religious education program for children and/or youth. Works independently on well-defined tasks.

Responsibilities

- Volunteer recruitment and support (often with assistance from others)
- Communication with families (updates in the Confluence, weekly emails and educational opportunities/resources)
- Curriculum selection, planning, and adaptation
- Materials and space preparation
- Record-keeping
- Policy implementation
- * Assist with leading their activities when appropriate
- Opportunities for local connection and development with peers

Coordination with Committees and Staff

Work with the B.R.I.D.G.E.S. Committee once constituted.

(Bringing Religion Into Daily Growth, Experience, & Service)

This committee should be made up of 4 people minimum: W&M person, Chalice Lighter Project liaison, a parent, and Board Liaison. A young person would also be welcome.)

Be involved with the Chalice Lighter Project Team and Worship & Music Committee to assist in establishing Worship involvement (regular time for all ages) and other activities in the service.

Expectations

The exact details will continue to be developed as the program grows. All programming will be rooted in B.R.I.D.G.E.S. and UUA programs and will draw loosely from the Montessori method of learning.

1. Begin with a minimum of one planned class per month for each age group on Sunday mornings (11am-12) One class each for Nursery age; for 6-9 year olds; and for ages 10 to 13.
2. Activities may include: lessons on various topics, art, music, games.
3. Priority is on connection with the Sunday service in a Time for All Ages (10-15 mins), and
4. Monthly family night events.

Supervision & Review

This position starts with a 6-month contract and will be coordinated with the Chalice Lighter Project Team in conjunction with the B.R.I.D.G.E.S. Committee. Feedback will be given at a minimum monthly and an evaluation performed at the 5 month mark to determine whether or not the position will continue and under what terms.

(10 hours a week; starting at \$15 an hour)

AW, RB & KH - 9/6/2023