



Christian Education Coordinator

At Northminster Presbyterian Church, a Presbyterian Church (USA) congregation, we view Christian Education as an opportunity to explore our faith together in a nurturing community of believers. In Christ, we open our minds and hearts to the important tasks of learning about God through Scripture and experience, and applying that knowledge to our everyday lives. We believe this all takes place in a space that offers radical hospitality, abundant welcome, and a safe space to gather, to question and to grow.

Northminster is seeking an enthusiastic, relational person to engage with all ages of our congregation through various forms of education programming. The Christian Education Coordinator will be open to a diversity of opinions and ideas, willing to collaborate and lead. In a world with so much change, it is difficult to discern where our deep hunger and the needs of the world meet. We wrestle with engaging members to look beyond their own needs. We are working to deepen our ability to listen carefully, ask hard questions, and engage one another and the community prayerfully. The Christian Education Coordinator's spiritual maturity should inspire growth in others. They will be an effective communicator, persuasive recruiter, collaborative planner and designer, a thoughtful teacher, detail oriented and organized.

The Christian Education Coordinator is a part-time position with some flexibility in scheduling. Wednesday evening programming and Sunday mornings are essential. The position is supervised by the Pastor and works in collaboration with the Education Ministry team, Children's Church Teacher and other church staff and volunteers.

Program Responsibilities:

- Serve as a primary planner, coordinator and director of Wednesday Evening classes for all ages (children, youth and adults) most Wednesdays September-November and January-May. This could include recruiting volunteers to teach, recruiting participants, training volunteers, selecting and/or composing curriculum, and other responsibilities associated with Wednesday Evening programming
- Work with the Pastor to coordinate regular worship participation from children and youth, including worship aides for children, children's sermons during worship and securing opportunities for children and youth to assist with worship leadership. Assist in coordination of Children's Church programming for preschool age children on Sunday mornings in collaboration with Children's Church Teacher
- Serve as primary planner, coordinator and director of Youth Programs for youth in grades 6-12 (which includes/overlaps with Wednesday Evening programming). This may include planning service projects, retreats, mission trips, summer conferences, regular fellowship events and others activities, in coordination with youth and their parent(s)/guardian(s) as well as additional adult youth advisors.
- Working as primary planner and leader for summer education programming, which may include Summer Music Camp/Vacation Bible School, youth summer events and conferences, opportunities for intergenerational and adult fellowship events
- Support Northminster's ministry efforts serving the community, volunteering with church members, navigating community resources and educational opportunities, coordinate participation and publicizing opportunities to all ages

Administrative and Supervisory Responsibilities:

Work with the Pastor and Education Ministry Team Chair to oversee the Christian Education budget; Supervise volunteers with Wednesday Evening programming, Youth Advisors, youth event chaperones and summer education programming; Attend monthly Education Ministry Team meetings; Attend regular staff meetings.

Desired Qualifications: High School diploma/GED or higher education, education and/or experience working in educational settings with children, youth or adults, basic understanding of the theology of the Presbyterian Church(USA), collaborative, creative and interested in serving as part of a team, a welcoming presence, professional attitude and ability to maintain confidentiality. Experience working with volunteers and working creatively.