

Director of Faith Formation River Road Presbyterian Church

Job Summary: Serve as a resource to the Faith Formation (FF) Ministry Team. Use gifts, talents, and experience to direct a broad Faith Formation ministry for children, youth, and adults. Provide creative and constructive opportunities for spiritual formation and development integrating education, worship, mission, and fellowship. This is a non-ordained position.

Skills and Qualifications:

- Bachelor's degree in a relevant field
- Strong organizational skills and capacity for team building
- Outgoing and engaging personality, capable of both leading and collaborating with ministry team
- Enthusiasm for learning and Christian Education
- Familiarity with relevant software for Faith Formation (Email, Office, Canva, Google Suite, etc.)

Responsibilities:

- Coordinate and integrate the RRPC Faith Formation Ministry with the overall vision of the church.
- Review, develop, and recommend curriculum and programs.
- Oversee Faith Formation Sunday and Wednesday programs for children and adults.
- Teach and lead Sunday School classes and other educational programs upon request (adult book studies, seasonal devotionals).
- Coordinate special programs including Milestone classes, special resources for Advent, Lent, and Easter, and Vacation Bible School.
- Lead the "Time with the Children" and "Worship Wonders" during Sunday worship.
- Coordinate and oversee nursery and preschool caregivers.
- Recruit, train, and coordinate FF Ministry volunteers.
- Maintain and communicate activities calendar.
- Develop and maintain effective and timely communication strategies (email, web page, Facebook, Realm, Constant Contact, church newsletter and FF brochure).
- Creatively increase worship involvement of children and youth in collaboration with worship leaders.
- Order and budget for Sunday School and FF programs.
- Work in coordination with the Growth & Outreach Ministry to facilitate a follow-up plan for visitors or new members to encourage participation in RRPC Faith Formation programs for children, youth, and adults.
- Manage classroom/building needs for all FF programs.
- Utilize continuing education opportunities to remain current on effective programming and continued personal growth.
- Serve as liaison to the River Road Early Learning Center.
- Coordinate the church library.
- Promote/lead retreats and conferences.
- Attend and participate in meetings (staff, FF Ministry, Session).
- Integrate and work collegially with other resource staff members.
- Report directly to the Head of Staff.

Faith Development

- Maintain a personal commitment to Jesus Christ as Lord and Savior.
- Lead an exemplary life, setting a worthy role model for RRPC members.
- Maintain a commitment of faith through loyal support of the Presbyterian Church (USA).

Compensation: Salary is negotiable based on experience and determined annually by the Session and Personnel Ministry. Premiums for individual health insurance and death & disability benefits paid by RRPC. Additional insurance/benefit participation, including participation in Retirement Savings Plan, may be obtained through Board of Pensions under its terms at employee's cost. Four weeks annual vacation and continuing education allowance.