



Community Unitarian Universalist Church
2875 E. Parker Road, Plano, Texas 75074

Full-time Interim Director of Religious Education Wanted

Community Unitarian Universalist Church is in search of a 2-year full time Interim Director of Religious Education. The salary and benefits are within Unitarian Universalist Association Fair Compensation Guidelines and commensurate with experience and credentials.

The Community Unitarian Universalist Church Religious Education team is dedicated to educating, empowering, building community, and accepting and loving of all through Sunday programs, community events, social justice work, and community service work. Our program participants enjoy rewarding life and society changing work within a vibrant, excited and growing program.

In collaboration with Religious Education Board, the Interim Director of Religious Education supports and maintains the Religious Education program. The IDRE will administer and oversee the religious exploration and spiritual deepening of children and youth, which includes recruiting, training of volunteers, and locating and maintaining curricula, educational materials and supplies to support children and families. Hours are varied with Sundays a must.

A successful interim Director of Religious Education will:

1. Continue our strong, full-year Sunday programming, including Our Whole Lives, Coming of Age, Spirit Play, and a robust high school youth program
2. Volunteer development, including recruiting, training, managing, and retention of volunteers
3. Be comfortable and able to support youth as they discover their personal identities within a highly diverse and active youth population
4. Collaborate with the interim minister, the Board of Trustees, and the Religious Education Board as we go through this transition of searching for and securing a settled DRE.

Key responsibilities include:

- Recruiting and training teachers and special program leaders

- Working with Youth Group Advisors to plan and develop youth sessions, activities, and community service activities
- Communicating clearly and directly with others verbally and in writing, and exhibiting a positive, constructive, and collaborative attitude.
- Creating and maintaining a welcoming space
- Organizing and recruiting volunteers
- Assist Community Unitarian Universalist Church in the interim process including but not limited to claiming the past and acknowledging our griefs and conflicts, understanding leadership roles, establishing plans for the settled Director of Religious Education and renewing our vision and stewardship
- Able to use technology tools such as Google docs/drive/calendar to communicate and organize events and meetings.
- Being comfortable and able to support youth as they discover their personal identity
- Collaboration with the Religious Education Board to develop, evaluate, and implement Religious Education program content, and to create vision and strategy for the future
- Supporting fundraising for Youth and Children's programs.
- Administrative duties such as communication with families and teachers, managing supplies, creating newsletter entries, email blasts and supervisor nursery staff
- Monitoring Religious Education program on Sunday including Message for all ages during service

Other Responsibilities as time permitted:

- Inspiring volunteers
- Providing spiritual support and religious education resources to families
- Marketing and promoting the Religious Education and youth programs to the Community Unitarian Universalist Church community
- Adapting current fundraising to more effectively support long term goals of Religious Education programs

Successful candidates must have:

- University degree or demonstrated equivalent work experience
- Religious Education Credentials
- Working understanding the tenets of Unitarian Universalist faith and tradition
- Knowledge of Our Whole Lives, Coming of Age and Spirit Play programs
- Working knowledge of curriculum management especially in grades 4-7
- Working knowledge of various communication types
- Ability to work with children and youth of all abilities and integrate them into the religious education program at the appropriate level

- The ability to lift up to 30 pounds

Successful candidates are preferred to have:

- Training in any or all: Our Whole Lives K-adult, Coming of Age and/or Spirit Play
- Associations with various regional and national religious educator groups and organizations
- Ability to support families and provide various background resources in times of need
- Ability to build connections with resources for both the community at large and congregational needs
- Knowledge of or willingness to gain knowledge of regional challenges facing North Texas UUs and churches at large

HOW TO APPLY

Applicants should send a resume and cover letter outlining how they meet the specific requirements of the position to idresearch@communityuuchurch.org. The position will remain open until filled but candidate reviews will begin on **March 30, 2018**. For more information visit <http://www.communityuuchurch.org/>.

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.

Please note the selected candidate will be required to submit to a criminal background check and verify all trainings and credentials held.

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