

## IN SEARCH OF...

**Grace UCC, Allentown, is hiring a part-time church secretary.** The hours are 9:00 - 1:00, Tuesday - Friday. The secretary needs strong computer skills to complete weekly bulletins and a monthly newsletter and financial reports, along with other general secretarial duties. Resumes can be sent to Grace United Church of Christ, 623 Cleveland Street, Allentown, 18103. Additional information can be obtained by calling Pastor Carol Bastin at the church office, 610-434-2671.

**In search of a part-time Associate/Visitation Pastor** to join a dynamic staff at a vital, friendly, growing church serving all ages. Send resume to Connie Viglione at **St. John's UCC Fullerton** (575 Grape St., Whitehall, PA 18052). Any specific questions can be answered by Rev. Becky Beckwith (610-264-8421). Our website is [www.stjohnsuccfullerton.org](http://www.stjohnsuccfullerton.org)

New Creation UCC in Easton is currently in need of microwavable Mac & Cheese for their back pack program. We **need 120 individual Mac & Cheese to fill our quota**. Our next **deadlines are March 31 & May 12**. Thank You to all who donate. For more information contact the church at 610-258-0453.

**In need of an Organist and Music Ministry Coordinator!...Trinity Great Swamp UCC, Spinnerstown** is in need of a part-time Organist and Ministry Coordinator that possesses a vision to coordinate the musical gifts we have to achieve a creative blended worship experience. Salary is negotiable. Please send resume to 9150 Spinnerstown Road, Spinnerstown, PA 18968, Attention: Sue Roeder or by e-mail to [tgsucc@verizon.net](mailto:tgsucc@verizon.net). For questions please contact Donald Ruth at 267-251-0292.

**UCC Greenawalds**, 2325 Albright Avenue, Allentown is **in search of and seeking some New Century Hymnals**. Please contact Michael C. Huffman at [michaelisachristian@gmail.com](mailto:michaelisachristian@gmail.com) or 610-433-6563

**First UCC, Hellertown seeks: Interim Director of Christian Education** - 60 hours a month

Reports to: Pastor. **Job Summary** - Works with the Board of Christian Education and the Pastor to maintain the educational ministry of the church. **Job responsibilities:** \*\*list of tasks is available upon request. Lead the board of Christian Education and ensure that all planned activities are carried out and supported. Assume leadership role in Sunday morning Christian Education, Heifer Moments and ongoing BCE events. Provide support for Sunday School teachers, VBS, Bible study leaders and other educational program leaders. Provide support for youth events. Communicate with parents, leaders, consistory and staff. Help to select and order curriculum, materials and supplies as needed. Required attendance at Sunday morning Sunday School and worship hour, monthly BCE meetings, and monthly Sunday School meetings. Work within the approved budget or find funding for additional expenses. Make sure adequate records/book keeping is kept for above mentioned programs. **Competencies:** same as listed on job description with the additional of : Background checks and clearances must be current within 1 year. Applicant must have reliable transportation. **If interested please notify us at:** [office@firstucchellertown.com](mailto:office@firstucchellertown.com)

**St. Paul's, Northampton** looking for a part-time **Church Sexton**. Contact Church Office 610-261-2910.

**Christ Church of Bath UCC is hiring a part time secretary:** 12-15 hours per week, Tuesday to Friday. Applicants must have basic computer skills (Microsoft Office), be personable (friendly, welcoming), business/casual attire, be dependable, maintain confidentiality and be able to work independently. Starting pay: \$10.50 /hr and is commensurate with experience. Please email resume to [pastormike@rcn.com](mailto:pastormike@rcn.com) or mail to Christ Church of Bath, UCC, Attn: Pastor Mike, 109 S Chestnut St, Bath, PA 18014

**Grace UCC in Allentown is seeking a church organist or pianist/choir director.** This is a part-time position. We need a person to play for one worship service on Sunday, direct weekly choir rehearsals, and play for special services. Resumes can be submitted to [graceucc623@rcn.com](mailto:graceucc623@rcn.com) or mailed to the church office at 623 Cleveland Street, Allentown, PA 18103. Additional information can be obtained by calling the church office at 610-434-2671

**CHURCH SEXTON P/T 16 hours/week, \$10/hour.** Maintain Church Building and Grounds; Provide Support to Church Sponsored events. Send resume, including previous experience, skills, and personal references to: For an application, call Trinity UCC, Bethlehem at: (610)691-8200 or email:[trinityunitedchurch@rcn.com](mailto:trinityunitedchurch@rcn.com)

**Hand Bell Choir Director:** St. John's UCC, Nazareth, PA seeks a director for two hand bell choirs. The church owns two sets of five octave hand bells and one set of three octave hand chimes. Responsibilities include: Recruiting players as needed, rehearsing and directing two Bell Choirs, selecting and purchasing music, coordinating requests for use of the bells outside of the building with the Director of Music; and maintaining the hand bells and related supplies as needed. Qualifications: Play piano, previous directing experience, and the ability to work well with people. Pennsylvania and FBI clearances required for employment. Salary determined by experience. Call 610.759.0893 for application or e-mail us at [sjuccnaz.org](mailto:sjuccnaz.org)

**Church of the Good Shepherd UCC, 135 Quarry Road, Alburtis, PA 18011, is seeking either an Organist/Choir Director; or an Organist; or a Choir Director. See our church website: [www.goodshepherdalburtis.org](http://www.goodshepherdalburtis.org)** The sanctuary is equipped with a Fritzsche, two-manual, pipe organ. Our Senior Choir currently has 5 women and 10 men members. Contact the Rev. Scott M. Sanders at the church office: 610-966-2991 or Email: [gsucc71@ptd.net](mailto:gsucc71@ptd.net)

**ORGANIST or PIANIST NEEDED: St. Mark's UCC, Allentown** is in need of an organist for Sunday service and special services throughout the year. Approximately 90 minutes per service. Salary is negotiable. Please respond to [smucc@ptd.net](mailto:smucc@ptd.net) or mail to: St. Mark's UCC, 52 East Susquehanna St., Allentown PA 18103; Att: Consistory Elders