

DIRECTOR OF CHRISTIAN EDUCATION

SALARY: Negotiable, commensurate with experience

Position beginning August 1, 2019. Applications need to be received by July 1, 2019. Please send to Westbrook-Warren Church, 810 Main Street, Westbrook, ME 04092 Attn: Gerrie Palang

DIRECTLY RESPONSIBLE TO: The Board of Christian Education, which will also complete the yearly evaluation

PURPOSE: To provide overall leadership in educational ministry, including guidance and resources for all aspects of education in the church.

TIME REQUIREMENTS:

This position is a part time position, 25 hour position. No employment from mid-June through July. This position will require:

- *Presence on Sunday mornings
- *Preparation of work for Sunday school each week
- *Coordinate, plan or direct the Church school worship services, plus seasonal programs such as Advent, Christmas and Lent.
- *Staffing of Sunday school teachers and purchasing of selected curriculum
- *Assist in coordinating Pilgrim Lodge Fundraisers
- *Attend monthly Board of Christian Education, Church Council and Staff Relations meetings
- *Work with clergy and other staff in the planning coordination of the church programs and missions.
- *Maintain communication with the congregation, teachers, and parents on behalf of the Sunday school