

Congregational Church of Wells, U.C.C.
1695 Post Road
P.O. Box 759
Wells, ME 04090
Reverend David Hughes, Interim Pastor
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Christian Education Director
Job Description

The Congregation Church of Wells is looking for an energetic and committed individual to organize and lead our one room Sunday School. Our youth range from 4 years to teenagers. Said individual will coordinate with a small group of church members from the Christian Education Ministry.

Duties will include but not be limited to....

- *Research, plan, prep and facilitate weekly Sunday School lessons.
- *Be available at church Sunday mornings from 9:00 am to 11:00 am
- *Maintain the following: attendance records of each child, bulletin boards of activities, communications with the congregation through Sunday service announcements and digital communications.
- *Plan and coordinate special events throughout the year (i.e. Christmas Pageant, Heifer Project, All Church Birthday and Children's Sunday at years end)
- *Attend monthly Christian Education meetings, communicate with CE, Pastor and Board or Trustees as necessary.

Applicant must have a clean record and understand the wellbeing and safety of our children is the number one priority. Maintaining confidentiality when necessary and recognizing when to alert others with appropriate information is crucial.