

THE Cathedral
Church OF St. Paul

LOVING | EXPLORING | SERVING

**Cathedral Church of St. Paul
Burlington, Vermont
Coordinator of Children's Formation**

The Coordinator of Children's Formation oversees the development and implementation of a robust program for children pre-K through eighth grade. The Coordinator will work closely with the Dean & Rector, staff, and adult volunteers. This is a part-time paid position approximately five – six hours per week.

Primary Responsibilities include, but are not limited to:

- Choose from available children's Christian formation curricula or create curricula to be used for children's formation
- Function as primary children's educator September through Pentecost (late May or early June) beginning September 13, 2026.
- Recruit and train volunteer teachers for two classrooms (pre-K through 5th, and 6th-8th).
- Teach in the pre-K through 5th classroom each week and occasionally in the 6th-8th.
- Be present on Sunday mornings to greet the children and their loved ones and attend the 10:00 service.
- Explore, plan, and implement special events for the children as agreed with the Dean & Rector.
- Attend staff meetings regularly (Wednesday mornings 10-12)

Qualifications

- Possess a solid Christian faith and knowledge of scripture
- Realize a call to work with a diverse group of children in their faith formation
- Ability to foster an inclusive environment for children of varied backgrounds
- Possess strong interpersonal and communication skills with children and adults
- Willing to work with a team of volunteer teachers

- Experience deep joy in working with children as well as a healthy sense of humor
- Able to commit to being present on Sunday mornings during the standard academic year, September through late May or early June excluding the first Sunday after Christmas and Easter Day
- Early or elementary childhood education experience helpful but not required
- Comfort with teaching, writing, and speaking in the English language required
- Requires a successful background check and training in The Episcopal Church Safe Church curriculum

Contact

Interested persons should contact The Very Rev'd Greta Getlein, *Dean & Rector* via e-mail.

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www.stpaulscathedralvt.org

The Cathedral Church of St. Paul is an equal opportunity employer.
All genders, gender expressions, ethnicities, and abilities welcome.