

First Unitarian Society of Minneapolis is looking for a Director of Religious Education. Send a letter and resume/CV to minister@firstunitarian.org.

Job Description

The Director of Religious Education (DRE) coordinates religious growth and learning for nursery-aged to 12th grade youth in collaboration with our ministerial team and Religious Education Committee. The First Unitarian Society is a dynamic, growing Unitarian Universalist congregation with an energetic, collaborative staff team in the vibrant urban heart of Minneapolis.

Responsibilities

- With the Religious Education Committee, facilitates creative, age-appropriate learning for children, families and youth, including selection of curricula.
- With the ministers, plans multigenerational Assemblies and rites of passage, and is responsible for coordinating Time for All Ages stories during the program year.
- Develops processes for welcoming and integrating new families into First Unitarian Society.
- Recruits, trains and supports RE volunteers
- Plans and oversees Coming of Age and Our Whole Lives programs.
- Maintains registration, attendance records, and other necessary administrative documents.
- Maintains the Religious Education budget in collaboration with the Senior Minister.
- Communicates RE goals, activities and concerns to the congregation through appropriate media.
- Attends to professional self-development, using resources from the Twin Cities RE community, LREDA, and other appropriate agencies.
- Hires and supervises nursery and child care staff.
- Coordinates congregational child care.

Knowledge/Experience/Skills/Abilities Desired:

- Communicates well with children, youth, families, and the larger FUS community.
- Engages people positively, with a demeanor of optimism and abundance.
- Commitment to providing programming accessible to children with a variety of learning styles and abilities, and with an eye towards multicultural education.
- Demonstrates the ability to lead, encourage and motivate others.
- Demonstrates the skill of active listening and openly accepts feedback.
- Productively engages and manages interpersonal conflict.
- Works independently.
- Excellent writing and speaking skills.
- Supports, encourages and motivates teachers and volunteers in a positive manner.
- Demonstrates ability to keep confidences and know when and to whom to make referrals.

Minimum requirements

- Bachelor's degree or equivalent combination of education and experience, preferably in a field related to education, religion, child development or human services.
- Experience in education, teaching, children and youth services, and/or religious education.
- Knowledge of UU faith, history, and fluency with curricula and other religious education resources.
- Willingness to engage in continuing education.
- Experience with managing volunteers.
- Experience working with budgets.

Hours and Compensation

The DRE is a 30 hour per week, year-round position. Hours will vary and will require flexibility for some evening meetings, events with other congregations, service trips, etc. The salary is \$35,700 plus a retirement package of \$1785 and a cafeteria plan of \$3300. The package also includes study leave, professional expenses, and a generous paid-time-off package.

Reporting

Supervised and evaluated by Senior Minister with regular written reports to FUS Board. The Senior Minister is responsible for the ongoing supervision of paid staff and annual performance evaluations based on each employee's job description. As supervisor, the Senior Minister works with each employee to set goals, monitor the budget, and review progress toward meeting objectives.