

## Job Description

# Children's Faith Formation Coordinator

*The Federated Church of Sycamore*

Since returning to in-person worship after the shutdowns brought on by the Covid-19 pandemic, our faith community has been growing in numbers, depth, and vitality! We are excited to harness the energy and enthusiasm of our new families with young children. That's where this new position comes in!

The *Children's Faith Formation Coordinator* at The Federated Church of Sycamore ("Church") will oversee our growing Children's Faith Formation Program by providing a safe, interactive, engaging, and age-appropriate space for our young children (ages ~4-10) to learn the stories and values of our progressive Christian faith to better help them live lives of love, generosity, and justice.

Active program hours will be an hour on Sunday mornings in our "Children's Church" (10-11am) during our larger worship service. It may sometimes include an extra hour after worship (11am-12pm) while other adult programming takes place, or as part of an inter-generational post-service program (such as an Advent potluck and craft activity).

A well-suited candidate is someone who:

- Rooted in the life and teachings of Jesus, shares our progressive Christian values, such as God's irrevocable love for every child, LGBTQIA+ inclusion and affirmation, a commitment to diversity and social justice, and creating a space of belonging for children/families of all walks, backgrounds, and abilities (You can see a description of our [values on our website](#))
- Has experience with and brings passion and enthusiasm to working with children ages ~4-10 in a single small-group environment
- Brings their own unique creativity and ideas to help lesson plans come alive

The position is a one-year, at will, part-time position, reporting to the Church's Pastor, with a review to be conducted at 90 days. The *Coordinator* has the following responsibilities:

- Plan, supervise, and facilitate the weekly "Children's Church" program by developing interactive themes and curricula in collaboration with the Pastor
- Recruit and train "Children's Church" volunteers
- Oversee the gathering, set-up, use and cleanup of materials for classes and events

- Communicate personally, electronically, and in print with youth, families, community, and church leadership about the Children's Faith Formation programs and initiatives
- Meet with the Pastor quarterly or as needed to review and discuss programming and to imagine possibilities for the future
- Attend and help organize a quarterly meeting with parents/families to share about programming and provide space for feedback
- Meet with the Pastor monthly or seasonally, as needed (e.g.: ahead of Advent, Lent, etc.), to plan the upcoming season's programming

The employment contract is from early September through mid-June (with some flexibility). Your compensation is \$150 per week with the expectation that you commit no fewer than four hours and no more than eight hours per week, unless previously agreed with the Pastor.

This position does not include paid sick days, holidays, personal days or vacation days, although you are encouraged to find volunteers to oversee Children's Church in the event that you need a Sunday off. We are also open to considering a monthly inter-generational service where children remain in the main worship service, which could serve as a day off.

Employment is contingent on passing a background check before being hired, and annually afterward.

We look forward to working together with you in service of the God of Love witnessed in Jesus as we strive to form children in a faith that encourages life-long growth in compassion, generosity, justice, and joy.

**To apply, please send resumé and letter of interest to Rev. Eric Ogi (reveric@fedsycamore.org); please also Cc: office@fedsycamore.org. We will be in touch with you as soon as we are able.**