***UNITED CONGREGATIONAL CHURCH OF LITTLE COMPTON***

***2020 Position Description***

***Director of Faith Formation and Outreach***

***Job summary:*** *The Director of Faith Formation and Outreach (DFO) is a part-time position. The DFO reports to the Senior Minister.*

*The United Congregational Church is a thriving church looking to grow its faith formation and community outreach opportunities for youth and adults (ages 13 and up). The DFO will have an exciting opportunity to help shape future ministries and programming while working with a team of lay leaders, the Church’s Director of Children and Youth Ministries and the Church’s Outreach Committee.*

*The DFO will be responsible for planning and implementing a rich variety of Faith Education programs and experiences for the congregation’s adolescents and adults. They will help incorporate the four mission areas of our church (Worship, Service, Learning, and Compassion) into creative programming that deepens faith and helps us build on our identity as a church that lives out the love, compassion, and justice of Jesus. Working in cooperation with the Senior Minister and lay leaders, the DFO will continually evaluate the spiritual needs of adolescents and adults alongside the economic and social needs of the broader community in order to create programming where those two needs intersect.*

***Scope of Responsibility:*** *Engage youth and adults in exploring and deepening their faith and its lived expression in the world. Create meaningful opportunities for youth and adults to engage our wider community in our mission of outreach. Build partnerships with local groups and work together on shared missions and initiatives to target economic inequality and systemic injustice. The DFO will minister to families of 8th graders, high schoolers and a growing young adult and retiree population who are hungry for opportunities to grow in faith, to give and serve the broader community, and to be co-creators of a more equitable, loving, and compassionate world.*

***Principal duties and responsibilities:***

*With oversight of the Minister and the Board of Deacons, the DFO will focus on the Church’s missional priorities as it creates ministries of faith formation and community outreach. DFO will interact with lay committees and staff to find opportunities for natural integration between ministries to deepen our 4 areas of focus:  worship, learning, service and compassion. The DFO will think creatively about how to connect with those beyond our church walls, including those who do not regard themselves as religious, are non-practicing Christians, or who belong to a different faith community. DFO will need to be nimble and adaptive in reaching young adults, families with teens, and a growing retiree population. DFO will focus on building relationships both within the church and with our broader community to form partnerships with groups and entities that are natural collaborators in our mission.  DFO will intentionally empower young adults to grow and lead in these target areas.*

1. *Every year will plan and lead a week-long Service Trip that helps our youth develop a sense of Christian compassion and global responsibility by learning about the complexities of poverty and economic inequality, both here at home and elsewhere.*
2. *Every other year will work with the Senior Minister and the Director of Children and Youth Ministries to develop and lead the Confirmation Program for 8th and 9th graders.*
3. *Plan, implement, and lead a variety of faith learning opportunities and experiences for adolescent and adult groups throughout the year: weekly youth groups, adult small groups, bible studies, etc.*
4. *Working with the Church Outreach Committee intentionally seek community partners to share missions and create opportunities for hands-on outreach, service, learning, and spiritual growth. This will include local, semi-local (i.e. Fall River), and distance opportunities (mission trips, spiritual pilgrimages, etc.)*
5. *Oversee/Manage volunteers for help leading youth programs (middle and high school) and an intentional ministry of outreach.*
6. *Work collaboratively with the Director of Children and Youth Ministries to coalesce around common themes and coordinate curricular goals, scheduling of programs, and assure the two programs offer continuity of faith learning and experiences across ages.*
7. *Plan and lead worship services (approximately every 6 weeks) that empower adolescents to share their gifts and make worship a positive and inviting space for newcomers of all ages.*
8. *Focus on active retention of families, youth, and young adults, reaching out one on one, celebrating milestones, praying with and for them, and helping imagine and implement programs that deepen faith and provide a ‘next step’ for becoming part of our community.*
9. *Focus on effective communication strategies and promotion of activities and events using a variety of strategies, including social media, email, posters, mailings, newsletters, etc.*

**Requisite knowledge, skills, abilities and experience**

1. *Is a spiritually mature person with a commitment to the Christian faith and an ability to share that faith authentically in a way that invites the faith of others.*
2. *Excellent communication skills and a desire to engage in the life of the congregation to help strengthen and grow our programs of faith formation, education, and outreach for youth and adults.*
3. *Invested in helping youth and adults to cultivate faith, foster a safe and supportive community for exploration of faith, and help youth and adults explore how God is calling them to live out their faith in the world beyond church walls.*
4. *Education in theology and Biblical teaching or a commensurate combination of training and experiences therein.*
5. *Adaptable and creative in addressing a changing landscape. They will be committed to continual learning by remaining aware of new pathways for faith formation: attending seminars and training programs, researching and reading, and developing professional relationships with other educators.*

***Other Pastoral Opportunities:***

*For candidates who are ordained or seeking ordination, this position may offer opportunities for preaching, the administration of the sacraments, and providing pastoral support to the congregation under direction of the Senior Minister.*

***Important traits and attributes***

1. *Understanding of and commitment to the church’s mission*
2. *Maintaining confidentiality*
3. *Experience in teaching, group facilitation, and/or youth minister.*
4. *Experience in administration and supervision*
5. *Familiar with and adept at using a broad array of modern technology for research, teaching and communication*
6. *Exhibits well-developed and mature interpersonal skills*
7. *Shows an ability to balance time and tasks, take initiative, be creative, follow directions, and work with staff and members of the congregation*
8. *Carrying oneself in a professional manner*
9. *Respecting other’s time, honoring punctuality*
10. *Requesting changes in schedule and/or for time off with reasonable notice to the pastor and cognizant board or committee chair*
11. *Handling communications and publicity in a timely manner*
12. *Reporting conflicts to the pastor and/or the cognizant board or committee chair*
13. *Following safe church policies in all dealings with youth and children*
14. *Keeping current with new concepts and trends in faith formation and outreach*
15. *Working inclusively, collaboratively and respectfully with committees and teams*
16. *Exhibiting patience with and compassion for all individuals and groups*

***To apply for this position please send a letter of interest with resume to:***

***DFO Search***

***c/o Tom Schmitt, UCCLC Personnel Committee***

***PO Box 506***

***Little Compton, RI 02837***

***For more information call 508-636-3932***