

LAKE MURRAY PRESBYTERIAN CHURCH

JOB DESCRIPTION

DIRECTOR OF CHRISTIAN EDUCATION

Title: Director of Christian Education

Purpose: To foster and nurture Christian faith and discipleship in visible, fruitful ways, focusing on the vision, leadership, administration, and supervision of the educational ministries of LMPC. This involves all ages, children, youth, adults, and family groups in Christian instruction and growth in personal faith. To serve as a collaborative architect, able to lead and organize multiple people with various projects and programs.

Accountability: The Director of Christian Education is accountable to the Senior Pastor and to the Session through the Christian Education Committee, and works cooperatively with the Administrative Director. Full-time Position

Responsibilities: In coordination with the Senior Pastor, the Administrative Director, and the Christian Education Committee:

1. Reporting to the Senior Pastor and working through the Christian Education Committee, plans and coordinates a multi-faceted program of Christian education for all age groups of LMPC including Sunday School, Bible study, age-appropriate retreats, and other special Christian educational programs. Seeks to involve those in the community as well as those in the membership of the church.
2. Evaluate existing resources for children and adult learners and suggest and implement new programs to effectively engage the congregation in lifelong learning.
3. With attention to theological content, evaluates, selects, and/or writes curricula to provide continuity across the entire Christian education program of the church. Supervises the curriculum and planning of the confirmation class.
4. Recruits, trains, and supports Sunday School teachers and other volunteers and leaders involved in programming for pre-K, children, youth young adults, families, and adults of all ages.
5. Plans and directs seasonal educational opportunities for the congregation and the wider community.
6. Works closely with the Youth Director, Day School Director, and other church leaders to promote missional growth and opportunities for all ages within the church and the community.

7. Plans and develops resources for events directed toward parents in their role as primary Christian educators in their homes.
8. Plans, coordinates, and oversees the Church School and Child Care ministries on Sunday mornings with particular attention to the safety of the children and the volunteer staff.
9. Communicates with children, youth, volunteers, parents, and the wider congregation to promote intergenerational awareness and visibility among the congregation and the community.
10. Communicates LMPC's educational ministries to the congregation and the community through a variety of media resources.
11. Encourages, trains, and assists all age groups to participate in all facets of church life and work.
12. Facilitates the assimilation of new church members into the Christian ministries of the church.
13. Plans and oversees the annual budget and calendar for the educational ministry including maintaining and ordering supplies.
14. Serves the church in whatever capacity deemed appropriate by the Senior Pastor.

Professional Requirement: Master's Degree in Christian Education. Experience in a similar position at a PC-USA church preferred. Minimum of 5 years of experience in Christian Education or related field.

Minimum Salary \$ with benefits