

The United Church of Broomfield
*An Open and Affirming Congregation of
The United Church of Christ*
825 Kohl St. Broomfield, CO 80020
<https://broomfielducc.org>

Position: Director of Children & Youth Ministries

Reports to: Senior Pastor & Parish-Staff Relations Committee

Status: Part-time, hourly

Hours: 20 hours per week

Compensation: \$25/hour

Benefits:

- This position includes free childcare in our KSK (Kohl Street Kids) program for children preschool (2.5 years) -thru- 5th grade Monday-Friday 8AM-5:30PM. Registration in the KSK program with all required paperwork is required.
- Four (4) weeks of paid vacation
- One (1) week of paid continuing education
- There are no medical, dental or vision benefits.

Purpose/Goal: We are seeking a passionate and motivated individual whose primary focus will be the oversight and emerging needs of UCB's children, youth, and families related to religious education, fellowship, community involvement, and childcare.

Ministry Description: Our church is a healthy, open and affirming, theologically progressive, open-minded, ever-adapting congregation located in the northern suburbs of Denver. We believe the best candidate will be caring, well-organized, detail-oriented, passionate, innovative, an excellent communicator and have a clear sense of self. They will be willing to listen and appreciate multiple viewpoints, nurture our people without judging, model healthy spiritual disciplines, and invite others to join this family of faith on the journey. They will have a strong appreciation of the wider church, social justice, and spiritual and personal growth.

Duties/Responsibilities:

- Work with the Senior Pastor to provide Christian education and spiritual growth experiences to children, youth and adults through Sunday School, mission trips/retreats, community outreach/involvement, VBS, seasonal readings/studies, youth group, confirmation, etc.
- Manage children's educational programming and lead youth activities.
- Build relationships with, educate and mentor children, youth and families.
- Select and implement appropriate curriculums and outreach materials for students, pre-K through high school for programs and events.
- Be available, if necessary to teach/lead children's Sunday School class(es) on Sunday mornings.
- Present and/or coordinate the children's message in worship on Sunday mornings.
- Administer and manage our Ministry Safe Child Abuse Awareness Training and Database for clergy, staff and volunteers.

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- Demonstrate effective use of social media platforms related to this role; using them for communication, promotion, and engagement of those in the church and the community at large.
- Recruit, train, support, and nurture volunteers (and paid staff, if applicable) in relation to children and youth education and programming.
- Be aware of resources for developing youth and young adult ministry programming and participate in continuing education events and training opportunities.
- Communicate in a timely manner and as effectively as possible using all available resources (email, website, social media, bulletins, newsletters, bulletin board, etc.). Ensure accurate communication with church staff and leadership, parents, youth and the congregation as a whole, the activities and needs of programs.
- And any other duties needed to help drive to our Vision, fulfill our Mission, abide by our Church's Values, as well as help in the advancement of the employee's skills and professional growth.

Qualifications & Skills:

- A college degree or equivalent experience in a related field (education, religious studies, etc.)
- Excellent written and verbal communication skills, conflict management skills, organizational, computer and project management skills.
- Understanding and appreciation of flexibility, accountability, and reliability.
- Demonstrated ability to work effectively with a diverse community of children, youth, diverse adults and teams of volunteers.
- Personal faith in God through Christ, and a genuine interest in students' lives.
- Ability to pass a background check.
- Attain/maintain Ministry Safe certification.
- Comfort with United Church of Christ theology.

To Apply:

Submit cover letter and resume to Rev. Michael Blackwood (leadpastor@broomfielducc.org).