



Rev. Bill Sinkford, Transitional Minister
August 15, 2022

Position Announcement:

Acting Director of Children and Youth Religious Education

All Souls Church, Unitarian is seeking an Acting Director of Children and Youth Religious Education, to begin January 1, 2023. The current Director, Dolores Miller, is retiring after serving in that leadership role for 9 years.

This Acting position will extend, at a minimum, through August of 2023, but may continue through the 2023-24 church year. The Acting Director can apply for the permanent position.

This is a full-time position, compensated within UUA Guidelines, and supervises a full time assistant whose responsibilities include leadership of the youth ministry.

Regathering of this education program, and the entire church, is a work in process. In addition to maintaining the current religious education programs, the Acting Director will focus on outreach, reconnecting families with children and youth to the life of the church and guiding the program into a likely long-term multi-platform education ministry.

The current job description is included below.

Please forward inquiries and interest to Rev. Bill Sinkford,
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**All Souls Unitarian Church
Washington, DC**

**Director of Religious Education for Children and Youth
(Revised 8/2022)**

Summary Description

Direct and manage a comprehensive program of religious education for children and youth of the All Souls Church, Unitarian.

Core Qualities and Competencies

- Experience as a religious educator, preferably of a large system.
- Ability and experience working collaboratively with lay leaders and staff.
- Ability and experience supervising staff.
- Ability and experience working in a multi-racial/multi-cultural community.
- Demonstrated love of children and their families.

Specific Duties and Responsibilities

Direct and manage the children's Religious Education ministry and its many programs, maintaining its existing high quality and innovation. Guide and oversee curriculum for the Religious Education of children and youth.

- Supervise the recruitment, training and support for teachers, facilitators, advisors and other volunteers.
- Provide leadership for weekly Children's Chapel, monthly Story For All Ages, and monthly "Choose Your Own Adventure" Program for K-5th.

- Provide leadership to the Religious Education Committee.
- Support RE Committee Liaisons in keeping teaching schedules.
- Along with the RE Committee develop policies and practices that support the Religious Education program.
- Develop and track annual budget and current and long-term space use needs for the program.
- Articulate and promote children's religious education through church communication vehicles.
- Supervise part-time RE Assistant and Youth Ministry Coordinator(both roles currently filled by one individual) and two Nursery Attendants.
- Pro-actively develop supportive relationships with All Souls families.
- Coordinate, prepare parents for, and co-officiate Child Dedication ceremonies.
- Plan Teacher Dedication Ceremony and Teacher Appreciation "Brunch"
- Oversee planning of Intergenerational Games Night in winter and Children's Clothing Swap in spring.
- Direct the annual Christmas Pageant
- Support Coming of Age and High School Graduation and other rites of passage.
- Manage shared space with Mysa School and other renters

Compensation and Reporting

This is a full-time, salaried position that reports to the Senior Minister.