

## **Director of Children and Youth Ministries**

St. Christopher's Episcopal Church  
Carmel, Indiana  
stchriscarmel.org

St. Christopher's is reverently prayerful and playful community inviting all to embrace God's expansive love. We are a growing congregation of 250+ households strongly rooted in the Episcopal tradition while composed of people coming from a variety of Christian backgrounds. 40% of our active congregants are new in the last five years.

### **Program Background:**

This is a new position that combines two quarter-time positions that existed prior to the pandemic. After some post-pandemic trial and error, we have a stable program that serves the current needs of our parish. It is our hope that the person who fills this position will strengthen our program and work with us to build a more cohesive and energizing vision for the ways our community can support the formation of followers of Jesus among our young people in the 21<sup>st</sup> century. We desire someone who will build relationships with our children, youth, parents, and volunteers, and be a resource and guide in their faith journeys.

### **Important Skills, Interests, and Experience:**

- Fosters joy in engaging with children and youth
- Passion for nurturing belonging and cultivating practices that help people follow Jesus.
- Volunteer Management experience
- Organization Skills – the role supports several programs each Sunday
- Willingness to learn relevant material to faith formation in the Episcopal tradition
- Experience with children and youth is required, though not necessarily in a church setting

### Job Description

#### Programming on Sunday Mornings

- Children's Chapel for PK-2<sup>nd</sup> Graders – 25 minute worship program occurs during the 10:00 a.m. service for 7-12 children, uses a curriculum that emphasizes Bible story, prayer, and community building.
  - Organize and support both an adult team and a youth intern team to serve as chapel leaders.
  - Curate curriculum and prepare materials on a weekly basis
  - Regularly serve as chapel leader (estimated at about 25% of Sundays)
- Monthly class for 3<sup>rd</sup>-5<sup>th</sup> Graders – 11am-noon one Sunday a month
  - Support and organize volunteers to serve as classroom leaders
  - Curate curriculum and prepare materials
- Youth Formation for 6<sup>th</sup>-9<sup>th</sup> Graders – 11am-noon most Sundays
  - Serve as primary leader and teacher for this class
  - Recruit and support 2-3 volunteers to support and lead
  - Plan classes that mix community building through reflection and learning; this group does not currently use a set curriculum, but there are many available

Nursery Care for infants to 3 year olds – Coordinate paid nursery workers and schedule volunteers when needed

Build relationships with children and their parents through regular presence and engagement on Sunday mornings (presence required 75% of Sundays)

### Children's Chapel Intern Team

Recruit, organize and support high school interns to lead six months of Children's Chapels. This involves curating the curriculum and several Sunday afternoon planning sessions with the interns. It also involves weekly coordination of reminders and prepping the classroom. Interns are in 10<sup>th</sup>-12<sup>th</sup> grade and receive a stipend if they successfully complete the internship. We have practiced this model for two years with great success.

### Special Programming for Children

- Creating activities to engage children at four annual all-parish gatherings
- Encouraging relationship development among young families by supporting four specifically young-family oriented events a year.
- Seasonal Activities – e.g. Christmas Pageant, Easter Egg Hunt, Communion Workshop, prayer workshop

### Special Programming for Youth

- Create activities to engage children & youth at four annual parish gatherings
- Plan and implement 5-7 youth group gatherings a year outside Sunday morning that focus on community-building and/or community service.
- Occasional activities depending on year and youth interests, e.g. Pageant/play, youth lock-in, service trip with other churches/diocese
- Confirmation program for 9<sup>th</sup>-10<sup>th</sup> graders that occurs every other year. Plans for 2024 are already in place, so this would not come up again until 2026.

### Communications

- Provide announcements and newsletter material to communications associate
- Update families on a semi-regular basis (as needed) with reminders of activities
- Keeping children and youth family contact lists up to date

### Other Duties

- Participate in biweekly staff meetings
- Participate in diocesan children and youth ministry colleague gatherings, as desired
- Responsibilities may change as the ministry evolves

The job is salaried at \$30,000 per year based on 20 hours a week. Days/hours of week are flexible, remote-negotiable, but must be onsite at least one weekday each week plus Sunday mornings (at least 75% of Sunday morning each year).

Paid sick and vacation; retirement savings matching contributions.

**Send your resume and letter of interest to: [cspaccarelli@stchriscarmel.org](mailto:cspaccarelli@stchriscarmel.org)**