



Director of Children, Youth and Families (FT)

Saint James is an outstanding parish led by an innovative team of excellent lay and ordained leadership in a fast-paced context that combines the benefits and challenges of a dynamic downtown setting with a high-resource destination congregation. As a result of a sustained period of growth, especially among young families, children and youth, we are pleased to offer several new lay and ordained leadership positions to meet the needs of our growing parish and take us to the leading edge. We are a collective of ordained and lay leaders, biblical scholars, theologians, thinkers, visionaries, all seeking to address ongoing pastoral needs in person, virtually, and in hybrid models. We are seeking leaders with wide experience of church, supporting individual faith journeys, and meeting the needs of others who work well within an interdisciplinary team environment, are adaptable, self-initiating, innovative, creative, and confident in use of technology. Saint James deeply values children and youth, art, and inclusion alongside ecumenism and contemplative spirituality. We are looking to build on our diversity of ages, perspectives, talents, and spiritualities by hiring people who embody radical hospitality, curiosity, humility, and a strong work ethic.

The new Director of Children, Youth and Families will be an individual who is personally invested in expansive faith formation to provide vision and coordination of ministry to children and youth (ages 0-18) as well as their families. In our welcoming and socially conscious environment, this broad-minded, spiritually astute candidate will help children, youth and families fulfill their baptismal covenant, which includes understanding and discovering their place in the life of the church, the community, and the world. This person should have basic knowledge of scripture, Episcopal faith practices, and effective coping supports that allow them to navigate the needs of an ever-evolving community. The director will develop and carry out all programs, will recruit and manage volunteers to support and encourage relationships and growth in faith, and will be a strong advocate for youth. The candidate should be a self-starter whose practices are grounded in integrity, honesty, and transparent communication, who is capable of developing and leading a team of volunteers, who is personable and connects easily with children, youth, and adults, and who will make meaningful connections within the congregation and community at large to serve CYF in a variety of roles.

This position is ideal for lay leaders, ordained clergy, curates, or an in-resident fellowship.

This position is three-quarter time or full-time with a full-time base salary range of \$52,000-\$60,000. The attractive benefit package includes medical, dental, vision and behavioral health insurance, life insurance and disability coverage, Employee Assistance Plan (EAP), 401A and 403B retirement savings plans with generous employer match, flexible schedule, paid vacation and sick leave and budget for professional development opportunities. Ours is a compassionate, family-friendly workplace where you will be encouraged to become the best version of yourself.

Essential functions include:

Formation

- Provide pastoral support to children, youth and families
- Provide Confirmation and “First Intentional Communion” sessions for children and youth
- Implement appropriate curriculums for grade bands: Pre-School, 1st-3rd, 4th-6th, middle and high school, and multigenerational events and activities
- Adhere to Safe Church practices and policies in all aspects of ministry

Education

- Design and/or implement current age-appropriate curriculums to address today’s needs of CYF community that align with the church’s values and mission, and that would include scripture, tradition, and always prayer.
- Evaluate success, failures, and relevance of programming and adjust accordingly
- Cultivate authentic relationships with children, teens, parents, and volunteers; foster intergenerational relationships within the congregation
- Recruit, develop, train and manage CYF volunteers

Coordination

- Design, organize, implement, and participate in CYF worship, events, service projects, retreats and pilgrimages
- Educate parents and guardians on how to share their faith with their children and suggest ways families may practice faith at home
- Work in an interdisciplinary team environment, communicating with various departments
- Recruit, train, schedule, and supervise nursery caregivers
- Provide supervision to Children’s Chapel
- Establish an inclusive, safe, and welcoming environment
- Communicate about and promote all CYF activities and programs to children & youth, their families, staff, and the entire congregation via email, e-newsletters, church website, social media, etc.

Minimum Requirements include:

- Three to five years of relevant experience in working with children and families or in related experiences
- Bachelor’s Degree or equivalent
- Professional training in Christian Education and/or Youth Ministry desired
- Familiarity and comfort with Episcopal theology
- Ability to use technology and online platforms innovatively and effectively
- Passion for engaging and nurturing children, teens, and families
- **Acceptance of a diverse congregation and youth participants**
- Flexibility in hours and scheduling. This position works weekdays, Sundays, Christmas Eve, Easter, and possibly other standard holidays. *Weekdays can be determined by programming and seasonal needs.
- Ability to successfully complete background check
- A valid driver’s license and ability to drive
- Familiarity with and willingness to adhere strictly to Episcopal Church Safe Church policies and guidelines

Areas of Primary Focus

Sunday morning Coverage

Children's Chapel
 Godly Play
 Children's Garden (Spring-Autumn)
Acolyte Ministry Support
Integrating Youth into worship services and volunteering

Weekday/Weekend Formation

Children's Ministry

 Summer Camp
 Contemplative Kids
 Journey to Adulthood (J2A)

Youth Ministry

 Missional Work

Families

 House Church
 Seminars

Other Events and Activities

Scholarship Committee
Holiday Pageant
Easter Festival
Youth Sunday(s)
Special Services, Mass, and CYF-Focused Events: Lent, Advent, Holy Week
Children's Chapel
CYF Social events
Summer Camp: Contemplative Kids
Connecting to the Central PA Diocese and Episcopal Church USA

Director will work with:

Associate rector and rector, parish executive, director of worship, director(s) of music, director of communications, facilities staff, office administrator

Direct Reporting to:

Associate Rector, Rector

Phone Number for More Information: 717.397.4858

Web Address for More Info: <https://www.saintjameslanaster.org/about/employment-at-saint-james/>

Email Contact for More Info: apply@saintjameslanaster.org

Apply by May 10, 2024 using this link <https://www.saintjameslanaster.org/application-for-employment/>