

**DIRECTOR OF CHRISTIAN EDUCATION (Part-Time)**  
**HOPEWELL PRESBYTERIAN CHURCH**  
**Job Description**

Hopewell Presbyterian Church is seeking a part-time Director for Christian Education (DCE), focusing on the youth and children of our congregation and community. The DCE is called to work alongside the members, officers, and staff of Hopewell to lead the children's education and youth ministries in relationship to the furthering of God's mission for the world. The candidate should be someone who has the unique skills and experiences to minister to a diverse age range of youth, but also the faith to encourage the congregation to see and give voice to what God is doing in our midst.

Major job responsibilities for the position include teaching and nurturing our children and youth with the goal of providing them the opportunity to grow in faith and Christian discipleship, and recruiting, training and nurturing members to teach and be leaders of children and youth programs. The DCE will work with the Christian Education Committee to evaluate, develop and order Sunday School curriculum, prepare and organize retreats, conferences and mission trips for our youth, serve as staff for summer camp church directors and Vacation Bible School teachers, and work with Youth Leaders to prepare for Kid's Kirk (3<sup>rd</sup>-5<sup>th</sup> grade), and Middle and High School youth group meetings. Attendance at youth events is strongly encouraged whenever possible. The DCE will also facilitate Safe Sanctuaries screening and record keeping for teachers and volunteers, oversee nursery supervisors, provide materials for youth and children's ministry, maintain worship bags in the Sanctuary, and share children's sermon responsibilities with the pastor.

This is a 30-hour per week position, with no benefits. The maximum pay rate is \$20 per hour. Hours may be flexible so long as job responsibilities are met. At a minimum, successful candidates should have an Associate or Bachelor's degree from an accredited college or university in the fields of education, divinity, psychology, sociology, communications, or a related field. A minimum of 3-5 years of experience working with youth is required. Additional years of experience can be substituted for a degree.

If you are interested in this position, please submit a resume and cover letter to Hopewell Presbyterian Church at [hopewell@hopewellpresby.com](mailto:hopewell@hopewellpresby.com).