

Director of Children & Family Ministries

Calvary Episcopal Church Memphis, Tennessee

PARISH DESCRIPTION

Calvary Episcopal Church is a vibrant, thoughtful community that has been committed to making God's love visible in downtown Memphis since 1832. At Calvary, you'll find people from all walks of life who seek to live out the commandment to love God with heart, soul, mind, and strength, along with loving your neighbor as yourself. We are known for our strong worship, formation, and service to others.

POSITION DESCRIPTION

- Responsible for Christian formation programming for infants through fifth-grade children and their families
- This position starts with a part-time commitment and may be three-quarters or full-time, depending on the successful candidate's gifts and contributions to a larger portfolio (20+ hours per week, to be negotiated, with the expectation of consistent presence on Wednesday nights and Sunday mornings)
- The children and family ministries director reports to the associate rector for formation

PRIMARY RESPONSIBILITIES

- Establish a faith community of and for children and their families
- Plan and lead weekly children's formation on Wednesday evenings, Sunday mornings, and other times
- Design and implement regular worship events for children and their families
- Facilitate children and family-centric events (including special events, camps, retreats, etc.)
- Manage nursery and oversee nursery workers
- Actively coordinate with the director of youth ministries, associate rector for formation, and organist/choirmaster to ensure continuity in faith formation

- Recruit and manage a team of volunteers to assist in facilitating children's and family programming
- Project a warm and welcoming presence to newcomers to invite them into children's and family ministries
- Regularly communicate with the children's and family ministry community via consistently scheduled emails, newsletters, social media engagement, etc.
- Work with Calvary staff to actively imagine opportunities to integrate children's formation and participation with other Calvary ministries and collaborate with staff and other team members in support of Calvary's larger mission
- Measure progress towards ministry goals through regular tracking and reporting
- Complete regular Safe Church trainings and maintain current best practices for self and volunteers

QUALIFICATIONS & GIFTS

- Baptized and confirmed Christian, actively engaged in a worshipping community, who is at home in the beliefs and practices of the Episcopal Church
- Bachelor's Degree or higher
- Passion for educating and nurturing the children of the Church toward a loving relationship with God and God's people
- Self-motivated, flexible, organized professional with excellent planning skills
- Positive, creative individual with experience working with children
- Commitment to continuing education in formation ministry

SALARY & BENEFITS

- Salary commensurate with experience and dependent upon the scope of work
- 4 weeks and 4 Sundays paid vacation, 2 weeks continuing education plus allowance
- Benefits provided in line with the Church Pension Group & Employee Handbook

SUBMISSION REQUIREMENTS

Please submit cover letter and resume to the Rev. Scott Walters, Rector, at swalters@calvarymemphis.org