



**Unitarian Universalist Congregation of Asheville  
Asheville, North Carolina**

**Interim Director of Lifespan Religious Education**

The Unitarian Universalist Congregation of Asheville seeks an interim Director of Lifespan Religious Education for the 2017-'18 church year.

**Authority:** The Director administers, plans and directs religious education programming and curricula for children, youth and adults. The Director supervises all religious education staff and arranges for the recruitment of volunteer teachers and assistants. The Director develops budgets and authorizes spending for religious education programming.

During this interim period, we will look to the DLRE to help us assess our innovative program and prepare us for future leadership.

**Accountability:** The Director is supervised by the Lead Minister and is accountable to the Board of Trustees.

**Compensation:** The Congregation commits to providing compensation & benefits in ranges recommended by UUA guidelines.

**Responsibilities of the Director:**

Works with the Lead Minister and volunteer Religious Education Council to implement a plan for Religious Education for the congregation.

Develops, evaluates, and, as necessary, revises policies and procedures to assure an efficient and effective program of education.

Seeks out, creates or procures curricula and programming that explore many dimensions of religious truth, meaning and experience and that help people of all ages develop lives of faith centered in trust and love and our Unitarian Universalist principles.

Has an understanding of the stages of human development and different learning styles at various age levels, into adulthood.

Leads or arranges for regular opportunities for worship, including children's or youth gatherings, and works with the Lead Minister in developing and producing worship for all ages.

Arranges for recruitment, training, and support of volunteer teachers and assistants.

Supervises, evaluates, and hires, with the authorization of the Lead Minister and Board of Trustees, all Religious Education staff. Support staff for the 2017-'18 include a 25-hour-per-week Lifespan Religious Education Coordinator and a 15-hour-per-week Lifespan Religious Education Assistant

Develops and submits to the Director of Administration an annual budget and ongoing program needs for the Religious Education program.

Communicates regularly with parents and the larger community in the congregation about the Religious Education program, and coordinates publicity for Religious Education events and activities.

Maintains an inventory, and arranges for the purchase of Religious Education equipment and supplies as provided for in the budget.

Maintains an accurate and up-to-date register of children, youth, and adults enrolled in and attending Religious Education programming.

Attends staff meetings and retreats, and meets weekly with senior staff.

**Requirements:**

- A bachelor's degree is required. [Additional education or certification a plus.]
- Successful experience in education or human services evidencing compassion and creativity
- Knowledge of and commitment to Unitarian Universalist principles and religious education
- Ability to work as part of a cooperative staff team
- Ability to evaluate and design religious education programs
- Ability to work well with children in groups and with individuals
- Leadership skills:
  - Ability to recruit and support volunteers
  - Serve as a role model
  - Organizational and administrative skills, able to delegate
  - Excellent written and oral communication skills
  - Demonstrated ability to work within a budget

Interested candidates please send application materials, including a resume, to Lead Minister Rev. Mark Ward, Unitarian Universalist Congregation of Asheville, 1 Edwin Pl., Asheville, NC 28801; [minister@uuasheville.org](mailto:minister@uuasheville.org)