



Unitarian Universalist Congregation of Asheville

Job Description: Minister of Faith Development

The Unitarian Universalist Congregation of Asheville seeks a full-time Minister (or Director) of Faith Development to begin July 1, 2018.

UUCA'S MISSION STATEMENT:

Our open and welcoming congregation connects hearts, challenges minds and nurtures spirits, while serving and transforming our community and the world.

DESCRIPTION OF JOB:

To accomplish Ends Statements established by the Board of Trustees by providing leadership for the congregation's ministries of faith development across the lifespan and pastoral care, and supporting the Lead Minister in the congregation's worship ministry.

This is a full-time, hired, exempt position that is supervised by the Lead Minister.

WORK CONTRIBUTES TO THE FOLLOWING ENDS STATEMENTS:

Our Ends grow from our values: Connection, Inspiration, Compassion, Justice.

Connection and Inspiration

- We create a vibrant spiritual environment where children, youth and adults develop and articulate their faith identity.
- We support our children and youth in their moral and spiritual development.

Compassion . . .

- We create a community where people of all ages and backgrounds experience belonging, and feel loved and needed.
- We nurture relationships across generations.
- We support and sustain each other in times of need and celebration.

Justice . . .

- We challenge and support one another to put our values into action.

RESPONSIBILITIES/ACTIVITIES/TASKS

Faith Development

Provides vision and leadership of congregational ministries of faith development, in collaboration with the Lead Minister.

With the authorization of the Lead Minister, hires, trains, supervises and evaluates all religious education staff. This currently consists of two paid, part-time lifespan religious education coordinators (total of 30-40 hours per week) who provide strong support for faith development programming. At present, the coordinators attend to the following:

- Manage the paid child care workers, including hiring, supervising, scheduling and evaluating
- Maintain inventory and arranges for the purchase of equipment and supplies as provided for in the budget.
- Maintain an accurate and up-to-date register of children, youth, and adults enrolled in and attending programming.
- Maintain/compile materials for teacher training.
- Coordinate teaching teams, including providing support and encouragement.

Recruits and provides leadership for a volunteer Religious Education Council to assist in the planning and execution of the congregation's lively, relevant religious education programming for children and youth, as well as multigenerational events.

Recruits and provides leadership for a volunteer Faith Development Council to assist in the planning and execution of faith development programming for adults, including small group ministry.

Arranges for recruitment, training, and support of volunteer leaders for our small group ministry, which includes covenant groups, theme groups, spiritual deepening groups and social groups with help from the Faith Development Council.

Arranges for recruitment, training, and support of volunteer teachers and assistants with help from both Councils.

Coordinates or leads programming for our mid-week gathering, The Wednesday Thing, which includes a catered meal, a 20-minute vespers service and 2-3 programs for adults and children every week.

Seeks out, creates and/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 in a vibrant spiritual environment.

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

Worship

Collaborates with the Lead Minister in the ministry of worship, leading Sunday worship an average of once a month and assisting in other worship services when requested.

Coordinates or leads a 4- to 5-minute Time for All Ages segment in our Sunday worship services.

Coordinates or leads vespers services for the Wednesday Thing.

Pastoral Care

Maintains a system to receive, assess and respond promptly to needs for pastoral assistance in the congregation. Assesses and maintains Congregational Care ministry of the congregation, offering recommendations for changes and improvements.

Recruits, trains and directs a team of Pastoral Visitors to provide a listening presence and referrals where appropriate in response to acute pastoral needs.

Recruits and coordinates a “caring response” network of volunteers who offer to support and sustain their fellow congregants in times of need by way of providing meals, emergency pet or plant care, rides to medical appointments and responding to other requests as feasible.

Other

Develops and submits to the Director of Administration annual budgets and ongoing program needs for ministries under their guidance.

Communicates regularly with the congregation about its Faith Development and Pastoral Care ministries and coordinates publicity for faith development events and activities.

Attends senior staff and regular staff meetings and retreats.

Conducts rites of passage ceremonies for congregants as requested.

Writes a monthly blog post.

BENEFITS

The congregation offers compensation and benefits in ranges recommended by UUA guidelines.

QUALIFICATIONS

Three or more years of leadership of a Sunday religious education program, preferably with 50 or more children and youth, or similar experience.

M.Div. degree or equivalent experience.

Understands the stages of human development and different learning styles, and applies that understanding in program planning.

Successful experience evidencing compassion and creativity.

Knowledge of and commitment to Unitarian Universalist principles and faith development.

Ability to work as part of a cooperative staff team.

Ability to evaluate and design faith development programs for all ages.

Ability to work well with adults and children, in groups, families and with individuals.

Leadership skills:

- Ability to recruit and support volunteers

- Serve as a role model

- Organizational and administrative skills, including ability to delegate

- Excellent written and oral communication skills

- Demonstrated ability to work within a budget

APPLY

Interested candidates, please send application materials, including a resume, to:
Search@uvasheville.org.