Job Opening: Director of Children’s Formation (part-time, 8-10 hours per week)

Role Summary
The Director of Children’s Formation nurtures the spiritual growth of children at St. Paul & the Redeemer by building relationships with children, recruiting and supporting volunteers, and overseeing children’s ministries, including children’s chapel, Godly Play, nursery care, Vacation Bible Camp, and intergenerational activities.

Our Church
SPR is a progressive Episcopal church in the Hyde Park/Kenwood neighborhood of Chicago, committed to vibrant worship, formation, fellowship, and service, and to working together for racial justice. In all we do, we seek to mirror the radical hospitality practiced by Jesus.

Responsibilities of the Director of Children’s Formation

Sunday Ministries (Children’s Chapel, Godly Play & Nursery Care)
- Attend 9:15 AM worship service.
- Prepare materials for children’s chapel and Godly Play.
- Co-lead children’s chapel with children’s music assistant.
- Recruit, train, schedule, and support volunteers for Godly Play.
- Fill in as Godly Play storyteller (teacher) or doorkeeper (assistant) as needed.
- Supervise paid nursery staff and oversee nursery program for ages 4 and under.

Vacation Bible Camp (VBC)
- Plan and execute VBC in conjunction with SPR clergy and staff.
- Recruit teen and adult volunteers to lead VBC activities.
- Advertise VBC program around neighborhood.
- Work with music staff to integrate music into VBC.
- Plan VBC Sunday service in conjunction with SPR clergy and staff.

Special Events
- Develop fellowship and service opportunities for parents and families.
- Provide parents and caregivers with resources to lead faith formation at home.
- Collaborate with other staff to create family-friendly seasonal liturgies and activities (Ash Wednesday, Maundy Thursday, Christmas caroling, etc.).
Communications & Documentation
- Communicate with parents and volunteers via weekly email and social media.
- Ensure and document that all volunteers have completed online Keeping God’s People Safe training and background checks, per diocesan policy.

Required Qualifications
- Previous experience working with children (preschool to grade 5).
- Commitment to SPR’s progressive Christian mission, vision, and values.
- Commitment to anti-racist and anti-oppression praxis in children’s ministry.
- Proficiency with email, Microsoft Office, and social media.
- Keeping God’s People Safe training (may be completed within 30 days of hire).
- Godly Play curriculum training (may be completed after hire).
- Chicago ROAR anti-racism training (may be completed after hire).

Preferred Qualifications
- Previous experience teaching children’s Christian formation.
- Previous experience with Godly Play curriculum.
- Previous experience supervising and training volunteers.
- Familiarity with Episcopal Church.
- Background in education, theology, ministry, and/or social work.

Terms of Employment
- Compensation: $25 per hour
- Start date: September 1, 2021
- Part-time, non-exempt position averaging 8-10 hours per week, including:
  o Sunday mornings (8:30-11:30 during program year, 9:00-10:30 in summer)
  o Other weekend dates for monthly special events, e.g. field trips
  o Staff meetings (flexible)
  o Setup, preparation, communication, and training time (flexible)
  o Vacation Bible Camp week (Monday through Sunday, first week of August; 2022 dates are August 1-5)

To Apply
Submit a PDF cover letter and résumé to the Rev. Catherine Healy at healy@sprchicago.org with the subject line “Director of Children’s Formation” by Sunday, August 1.

Note: This position may be combined with our concurrent opening for a Director of Youth Formation. If you are interested in applying for a combined role as Director of Children’s & Youth Formation at 16-18 hours per week, please clearly indicate this in your cover letter.