

TITLE: Director of Youth and Children's Ministries

(Submit Inquiries to rector@stpaulsoakland.org)

REPORTS TO: Rector

POSITION CLASSIFICATION: Full-time (40 hours/week) including Sundays

COMPENSATION: \$68,000/year plus health benefits, pension, paid vacation, and moving expenses.

PARISH OVERVIEW:

Since its founding in 1871, through its move to the current location in 1912, St. Paul's is a long-established part of the Oakland community, with a contemporary vision for the place of spirituality and religion in the world today. St. Paul's Episcopal Church is both a community and a place of worship. We are seekers of the faith, and in that journey, we invite the curious and the serious, we encourage questions and convictions. We are faithful participants in God's ministry through our church, and we support each person's path to deepening their relationship with God. Our members include those who attend church occasionally and those who attend regularly. We are people who come to the altar to take communion, and people who stay in the pews in silent contemplation. People of all ages, many cultures, and diverse backgrounds make up our parish family. We are an [Oasis](#) parish: one that has formally declared itself to be inviting to individuals and families of LGBTIQQ identification.

POSITION OVERVIEW:

St. Paul's Episcopal Church in Oakland, California is searching for a full-time Director of Youth, Children's Ministries. This person will serve as the head FaithQuest (Sunday School) Teacher, volunteer coordinator, as well as coordinate the chaplaincy services provided to St. Paul's School. They will also take other responsibilities as necessary in the daily operation of the parish in coordination with the Rector.

DESCRIPTION OF POSITION:

The Director of Children and Youth's work breaks down into three main components: Sunday School, Youth Ministry, and Ministry to St. Paul's School.

On Sunday mornings the Director's work will be to lead and support the volunteers, children, and families involved with the FaithQuest Program. The Director will be responsible for story choice and preparation, volunteer training and scheduling, classroom support, as well as a monthly newsletter section dedicated to FaithQuest.

The Director will continue developing our youth program and events primarily focused on ages 13 to 17. They will be responsible for the recruitment and training of volunteers, planning, and organizing of youth events and meetings, and communicating with the youth's families about programs and activities.

The Director will also coordinate with the Church ministry team to ensure that St. Paul's School's needs are met. These include providing logistical, organizational, and inspirational leadership for community gatherings throughout the school year; specifically weekly chapel services and three evening performances a year. The Director would serve as the School's liaison for community partnership, developing and maintaining relationships with local community organizations in support of the school's service-learning and academic program. The Director would work closely with the teachers and faculty to plan and execute academically driven community service projects, while facilitating reflection on the moral and spiritual aspects of service-learning. The Director will provide pastoral support and guidance to elementary and middle school age children, their families, and faculty as needed.

REQUIREMENTS:

- Though being an Episcopalian is not required, experience and familiarity with The Episcopal Church is preferred. Comfort speaking about their own faith journey and commitment to both children and adults is a must.
- Experience working with youth, children, and their families in a church setting.
- Demonstrated ability to build positive mentoring relationships with youth.
- Demonstrated ability to set appropriate boundaries with children, youth, and adults.
- Demonstrated ability to coordinate, train, and work well with dedicated adult volunteers and families.
- Demonstrated ability effectively communicate with a congregation.
- The Director of Youth and Children's Ministries must meet and remain current with all requirements set forth in the Diocese of California Whole and Healthy Church Policy as well as any other safe church policies that may be set by the Diocese.

Our Vision

St. Paul's dares to be an open embracing community; discovering, celebrating, and sharing the Love of Christ.

Our Values

St. Paul's is Joyfully Christ-Centered...

We value growth on our spiritual journey as members of the Body of Christ

We value our Anglican heritage as an authentic, evolving tradition.

We value loving, compassionate service.

We value gratitude and generosity as stewards of all God's gifts.

We value everyone and welcome all to find a place to belong in the worship, fellowship and ministry of this parish.

Our Mission

St. Paul's invites you to a spiritual journey:

to love God and your neighbors near and far;

to worship, pray and serve joyfully in our community;

to strive to become more Christ-like in living out the promises of our baptism that all may know Christ's healing love.