

# ***Director of Christian Education – Part-time Atkinson Congregational Church – Atkinson, NH***

Reply to: [office@atkinsoncc.org](mailto:office@atkinsoncc.org) attn: Cheryl Riehl

**Mission Statement:** The Mission of the Christian Education Committee is to provide the children of the Atkinson Congregational Church with a spiritual foundation so that they have a basic understanding of the Bible and the life and teachings of Jesus Christ. Under the leadership of the Director of Christian Education, it is our goal to promote an active Sunday School and youth fellowship program within the church and community.

The Director of Christian Education, together with a six member Christian Education Committee, is responsible for organizing and administering the Sunday School programs and Youth Fellowship Groups of the church. In performing these duties, the Director of Christian Education is actively supported by the Christian Education committee. The Director of Christian Education is accountable to the Pastor.

## **QUALIFICATIONS:**

- Personal commitment to the Christian way of life.
- Experience and desire to work with youth.
- Proven communication and organizational skills are necessary.
- Experience in Christian Education preferred.

The responsibilities of the Director of Christian Education include but may not be limited to:

- To organize and administer the Sunday School Program
  - Attend meetings to plan and coordinate CE activities. These include monthly CE meetings as well as monthly teacher's meetings.
  - Manage Sunday School and youth group finances.
  - Organize and lead a monthly Kid's Worship service in Tuthill House.
  - Together with CE Committee:
    - Select curriculum, recruit teachers, keep displays and communication current, including monthly church newsletter updates.
    - Assist in events such as Rally Sunday, Advent Workshop, Christmas Pageant, and Children's Sunday.
    - Organize and administer a summer Vacation Bible Camp.
- Organize and develop Youth Fellowship Groups, and/or additional youth activities.
  - Plan and lead Youth Fellowship Groups as mutually agreed upon by the CE Committee. Possible groupings might be:
    - Elementary Youth Group: Grades 3-5
    - Junior High Youth Group: Grades 6-8
    - Senior High Youth Group: Grades 9-12

## **Position Information**

Job Title: Director of Christian Education  
Hours: Year round, part-time position, 20-25 flexible hrs per week  
Salary: Mid Teens, based on experience level  
Average weekly Sunday School attendance: 30  
Vacation Bible Camp participants: 40  
Denomination: United Church of Christ

## **Contact Information**

Please send cover letter, resume and references to Cheryl Riehl, via email to [office@atkinsoncc.org](mailto:office@atkinsoncc.org) or via post to the attention of Cheryl Riehl, Atkinson Congregational Church, 101 Main Street, Atkinson, NH 03811  
Visit our website at [www.atkinsoncc.org](http://www.atkinsoncc.org) for a full job description and information about Atkinson Congregational Church.

Applicants must be advised that a thorough background check will be performed.

