

## FIRST CHURCH IN CHESTNUT HILL

### Job Description for Minister of Religious Education

We are a small Unitarian church in the Christian tradition which would like to attract young families to its congregation, reinvigorate its Sunday School and youth groups and expand adult programs. We need to hire a part-time MRE who is energetic, creative, a good listener, has a warm personality, a sense of humor, and relates well to children (and older people, too!). The candidate would be responsible for reaching out to our community, including potential collaboration with other churches, and building relationships with young families with children, taking charge of our religious education programs for children and adults, and recruiting and supervising volunteers.

The MRE would be involved in worship for all ages, bringing an educational lens to the ministerial team and sharing in its duties, such as preaching, exploring alternative worship ideas and performing pastoral services as needed. He or she would have strong organizational and planning skills, a passion for learning and teaching, effective technology skills and good interpersonal skills. Candidates of color or with diverse backgrounds are encouraged to apply.

Our church was founded in 1861 and currently has approximately 100 members. Recently there were 5 to 10 children in the Sunday School ranging from 2 to 16 years of age. The School is presently operating on a limited basis while we search for a new leader. The Sunday School is conducted in a remodeled annex to the parish hall and has included an Early Church service, historical and civic lessons and activities based on the Bible including puppet shows, plays, folk music and mural painting. Responsibilities of the MRE would include preparation and oversight of field trips and other social and community activities with the older children, including the formation of a youth group, and seasonal events including the Christmas Pageant, Easter breakfast and year-end picnic. A musician will work with the MRE, leading and teaching hymns, and a childcare assistant is also present on most Sundays.

We are located near to the Chestnut Hill T stop on the border of Newton and Brookline and draw from both communities as well as neighboring parts of Boston. The church is comfortably endowed and has a staff of 6. An active Standing Committee oversees its activities and policies and there are several volunteer committees in charge of different programs, including a Religious Education committee. Our congregation is caring, intelligent and engaged.

Candidates should be a graduate of or currently enrolled in a divinity school and have experience in religious education. A CORI background check will be required.

The MRE would report to our minister and be expected to work an average of 20 hours per week, with responsibilities occurring primarily during the regular church year from mid-September to mid-June. Church activities continue at a reduced level during the summer. A total of 4 weeks' vacation is provided. Base compensation (salary and housing allowance) is contemplated at \$22,000 to \$28,000 per year commensurate with experience. In addition benefits will be provided under UUA guidelines (FICA, retirement plan contribution, disability insurance, group term life insurance, professional expense and a percentage of group health insurance) on a pro-rated basis; the total compensation package would not exceed \$40,000. The anticipated start date is August 2017, in preparation for the church year beginning in September. A two-year commitment is required.

Interested candidates should contact Lisa Piel at [26suffolk@gmail.com](mailto:26suffolk@gmail.com) or 617-566-6237 or 617-965-1551. Please submit a CV and 3 references.