

## **JOB POSTING**

**Position:** Director of Spiritual Formation (Christian Educator), Jackson First Presbyterian Church, 243 W. Michigan Ave, Jackson, MI 49201.

**Part-time:** 15-20 hours per week.

**Wage:** \$15.00 - \$20.00 per hour

**Primary Duties and Responsibilities:** Work with the Spiritual Formation Committee to

- Plan and schedule children's Sunday School curriculum and teachers.
- Plan and schedule Youth Group activities.
- Coordinate child-care coverage for church events.
- Coordinate and schedule Lenten and Advent studies and activities.
- Coordinate and schedule people to provide children's message during Sunday worship.
- Collaborate with pastor and other groups regarding adult educational offerings and special events such as Kick-off Sunday and recognizing confirmands and graduates.

### **Required Qualifications:**

- Successful background check.
- Relevant education and experience in teaching, working with children and youth, and ministry.
- Willingness to attend Sunday worship at Jackson First Presbyterian Church.

### **Desired Qualifications:**

- Familiarity with Presbyterian Church (USA) and its theology.
- Bachelor's degree or higher in Christian Education/Ministry/Education relation field.

### **Application:**

- Apply with letter of application to Meredith Harvey (email: [meremerl1@comcast.net](mailto:meremerl1@comcast.net)) highlighting background and qualifications.