

**Peoples Church Unitarian Universalist, Cedar Rapids, IA**  
**Director of Faith Formation**  
**18 August 2023**

**Position Summary:**

The Director of Faith Formation (DFF) will provide professional religious leadership to innovate, support, and evaluate an exceptional faith formation program for children and youth from birth through high school that will thrive into the future.

**Specific Responsibilities:**

- Uphold the values, vision, and mission of Peoples Church UU
- Provide religious leadership, spiritual guidance, and a clear vision for the Faith Formation Program
- Develop, manage, and supervise the Faith Formation program for children and youth
- Coordinate the selection/development of curricula for children's and youth programming, including *Our Whole Lives (OWL)* and *Coming of Age (COA)*
- Supervise volunteers and staff:
  - Recruit, train, and support Faith Formation Council and volunteers
  - Recruit, train, and support Childcare Staff
  - Recruit, train, and support facilitators of OWL and COA
- Serve as a co-coordinator of the Youth Co-op with other congregations in Cedar Rapids to plan and implement youth group activities
- Help lead multigenerational worship in collaboration with the minister and others
- Manage and monitor the Faith Formation budget with supporting documentation
- Maintain records, resources, supplies, and equipment

**Position Details:**

- The DFF will be a part of a ministry team and will report to and be supervised by the Minister
- Average 20 hours per week
- Non-standard schedule, including Sunday mornings and evenings
- \$20 - \$23/hour, depending on experience and qualifications
- Non-exempt position includes benefits in accordance with the Peoples Church Personnel Handbook, including Group Insurance, Workers Compensation, Retirement, Paid Time Off, and paid holidays
- Membership in Peoples Church is not permitted

**Ethical Responsibilities:**

- The DFF agrees to abide by the [Code of Professional Practices](#) set forth by the Liberal Religious Educators Association from:  
<https://www.lreda.org/MemberResources>
- The DFF and the Congregation agree to abide by the *Guidelines for Professional Religious Educators* set forth by the Liberal Religious Educators Association at:

<https://www.lreda.org/ResourcesBestPractices>  
<https://docs.google.com/document/d/1BzCoyoQ1hMQtlj7xNBWruzb-g9AGxxZfLsxTq5fejCQ/edit?usp=sharing>

**Qualifications:**

- ⊕ Knowledge of and experience in Unitarian Universalism, or a desire to learn
- ⊕ Experience developing and supporting educational programs for young people
- ⊕ Ability to nurture spiritual development and growth in young people
- ⊕ Knowledge of educational methods, different learning styles, age-appropriate content, and child social, emotional, and cognitive development
- ⊕ Ability to lead and engage multigenerational groups in worship and shared activities
- ⊕ Ability to maintain appropriate boundaries
- ⊕ Ability to communicate effectively and efficiently and coordinate programming with many individuals and groups within the congregation
- ⊕ Willing to pursue a Religious Education Credential through the Unitarian Universalist Association (UUA)