

DIRECTOR OF CHRISTIAN EDUCATION

First Presbyterian Church – Fayetteville, North Carolina

PURPOSE: The Director of Christian Education (DCE) is a full-time position which supports the church's overall mission with a particular focus on creating and leading a comprehensive program of Christian Education and discipleship for all church members. This person is called by the Session and is responsible to the Session through the Christian Education Committee and works under the immediate supervision of the Senior Pastor.

RESPONSIBILITIES: The DCE is responsible to develop, implement, and maintain a Christian Education ministry for the spiritual formation and nurture of all church members by working with the Senior Pastor, Director of Youth Ministry, and Christian Education Committee to organize and resource First Presbyterian Church's education programs with an emphasis on children and adults.

DUTIES:

1. Recruit, equip, train, and supervise church members and volunteers for the tasks of teaching and leading Christian Education in a shared capacity. Ensure the implementation of the Children and Youth Protection Policy in conjunction with the Director of Youth Ministry.
2. Oversee the development and implementation of the various educational programs of First Presbyterian Church, including but not limited to Sunday School, weekly Wednesday Together programming, Bible Studies, Youth, Children's Ministry, Vacation Bible School, Nursery, and special programming and events.
3. Oversee the research and selection of teaching materials and resources for the church's Christian education efforts, as it relates to all ages/members.
4. Work in conjunction with the Associate Pastor and Director of Youth Ministry in the programming and selection of curriculum for Youth Ministry.
5. Work in tandem with the Senior Pastor and Christian Education Committee in annual and monthly planning and visioning for the direction of programming.
6. Work with the Chair of the Christian Education Committee to develop and follow the budgetary guidelines set by Session.
7. Represent Christian Education and Children's Ministry in weekly Sunday Worship to include the Children's Time, Announcements, and Children's Church as needed.
8. Coordinate with other staff and ministry divisions to help facilitate worship education, missions, fellowship and other liturgical offerings throughout the year.
9. Collaborate with the Director of Youth Ministries in the development and implementation of Confirmation.
10. Promote the activities of Christian Education and Children's Ministries through the newsletter, bulletin, social media, and other media in conjunction with the Communications Director.
11. Perform other duties that may be assigned by the Senior Pastor or the Session.