

# DRE Employment Opportunity

First Parish Bridgewater is seeking a part-time (approx. 12-15 hours/week) Director of Religious Education (DRE). The qualifying candidate will be a well-organized, enthusiastic, caring, and innovative person. The individual will work collaboratively with the minister and RE Committee to continue and develop our dynamic Religious Education program and to think creatively about its future.

Our program provides children and youth with opportunities to...

- develop a sense of wonder about the world
- explore a wide variety of religious and cultural traditions
- express their thoughts and feelings
- make and display their own creative work
- learn to make responsible, healthy choices
- form lasting friendships with one another
- achieve a sense of group identity and pride in being a UU
- stay involved with our church community through high school and beyond

## DRE Skills and Competencies

- Openness to, and enthusiasm for, liberal religion and Unitarian Universalism
- Good oral and written communication skills
- High proficiency with technology including social media
- Highly organized and self-directed
- Effective time management skills
- Energetic, flexible and approachable
- Creative and innovative thinker

First Parish Bridgewater is an active, multi-generational congregation. We believe that "Love is the spirit of this church, and service is its gift. This is our great covenant: to dwell together in peace, to seek the truth in love, and to help one another."

View the full job description below.

Interested applicants should send a Statement of Interest and a resume to [psprecher@uuma.org](mailto:psprecher@uuma.org). The position would begin at the beginning of August for the start of the church year, which runs September through June.

## **Job Description**

### Director of Religious Education

First Parish Unitarian Universalist Church of Bridgewater, MA

The Director of Religious Education (DRE) will:

- In conjunction with the Religious Education (RE) Committee, select curricula for the Pre-K through Grade 12 Religious Education Program, and plan appropriate class structure.
- Publicize the RE program through the church newsletter, weekly church emails, and social media outlets.
- Oversee church school registration. Maintain records of all children participating in the RE program.
- Recruit and train church school volunteers.
- Coordinate nursery childcare for: Sunday services; regularly scheduled church events throughout the year; and the December 23 Candlelight Service. Hire, supervise and pay nursery attendant. Ensure that the nursery attendant maintains a tidy and sanitized nursery area.
- In conjunction with the minister, Perform a CORI check on each adult working with the children. This may involve periodic training through the Department of Criminal Justice Information Services (DCJIS).
- Be present, organized, and support volunteers on Sunday mornings during the church year. When taking a Sunday off, recruit volunteers to run the program, with the exception of the week between Christmas and New Year's when there is no RE program.
- Write a monthly RE column for the church newsletter.
- Maintain communication with children, families, congregation members, church administration, and committee chairs in person, via email, and on social media.

- Submit an RE report for the church Annual Report in May.
- Send a periodic email to the congregation about the RE program when necessary (currently using MailChimp).
- Reach out to the local community to promote the RE program and events, including but not limited to: social media outlets; in person meetings; newspaper features; and local organizations.
- Meet monthly with the RE Committee and attend Parish Committee meetings when needed. Meet with the minister as needed.
- Plan, coordinate, and lead periodic intergenerational Sunday services, consulting with the Minister, Worship Committee, and Religious Education Committee as needed.
- Support the minister, and both the Worship and RE Committees in planning for the Time for All Ages during Sunday morning services.
- Attend district and denominational meetings when needed.
- Approve all religious education expenditures; oversee RE Supply and RE Development budgets.
- Maintain RE supply area, including RE Lending Library and curricula. Purchase supplies as needed.
- Assist with moving folding tables and chairs as needed to set up class spaces on Sunday mornings.