



THE EPISCOPAL CHURCH OF THE **HOLY COMMUNION**

Children's & Family Minister — Part-time

(Rev. 7/6/26)

The people of Holy Communion believe that God's love is for everyone without exception. We are a diverse and welcoming community seeking to walk in the way of Jesus and to reveal Christ's reconciling love in our city, nation, and world. In this position, we seek a creative, energetic and faithful servant leader, who is excited to nurture our growing program.

Our parish community spans from infants to the elderly—all with varied opinions, backgrounds, challenges and hopes; is comprised of young families and retirees; and incorporates both life-long Episcopalians and those who are new to the faith. We endeavor to draw everyone into closer relationship with God and each other.

The Children's & Family (C&F) Minister, working under the supervision of the Rector (aka lead priest), is the point-person for all children's programming, including Sunday School, Children's Chapel, the annual Nativity Pageant, as well as the volunteer coordination and community building among families with children (newborns–8th graders). The C&F Minister is also responsible for providing fellowship, support, and service events for parents and families. While this role is not responsible for adult formation or youth (9th-12th grade) programming, it does include coordinating with those ministry areas.

Hours: approximately 10 hours (*not to exceed 12*) per week

Compensation: \$20-24/hour (*depending on experience*)

Status: Regular Part-time, Non-exempt

Start Date: August 1st (*or as negotiated*)

RESPONSIBILITIES

Community Building & Hospitality:

- Love and respect children, listen to their stories, remember and include them, and be their advocate in the wider parish.
- Be on site most Sundays by 9:45am, to set-up, then greet and welcome parents.
- Actively seek input from parents and caregivers about the needs of their children.
- Incorporate feedback of families to refine and/or implement programming to further foster fellowship among children, parents, and volunteers, while nourishing young families.
- Shepherd new families, helping them feel welcome and wanted. Create a hospitality process to contact and communicate with them in coordination with volunteers.

Volunteer Cultivation & Oversight:

- Nurture leadership, volunteerism, and participation in parish programming.
- Coordinate C&F volunteers, by providing organization, training and oversight, including tracking compliance with the Episcopal Church's required training in the Prevention of Child Abuse and Child Sexual Misconduct (*aka "Safe-church Training"*).
- Oversee all aspects of children's programs, including: Sunday School and corresponding calendar and registration; select and maintain materials and curriculum; schedule Godly Play lessons and Children's Chapel; and write weekly eBlast.

Shared Duties:

- Liaison with other ministry areas to provide inter-generational activities.
- Collaborate with parish staff and volunteers, including participating in weekly staff meetings when possible, and quarterly Worship Committee meeting.

A SUCCESSFUL CANDIDATE WILL BE:

- A Christian, preferably an Episcopalian, with a heart for hospitality.
- An active listener and natural collaborator, who is curious, innovative and passionate about creating community while incorporating others.
- Open to all expressions of contemporary family life, including LGBTQIA+ families.
- A creative self-starter with strong organizational and communication skills, and the ability to manage a small budget.
- Experienced in developing and implementing successful intergenerational programs.
- Familiar with child development, instructional methods, and faith formation models, and prepared to adapt or design, based on need.
- Able to engage children with diverse backgrounds and levels of ability.
- A critical thinker with an expansive theology and educational philosophy grounded in God's generosity, focused on the full inclusion and wellbeing of children.
- Able to work evening and weekend hours on a regular basis, with the exception of eight (8) Sundays per year.
- Supportive of the Godly Play curriculum currently used and of adding the Holy Troublemakers curriculum in the future.

BENEFITS:

While this part-time position is not eligible for healthcare benefits or pension plan contributions, the role does include:

- Ten (10) days (*pro-rated according to the part-time hours*) each of paid time off for: Sick, Vacation and Professional Development days.
- Access to the Continuing Education budget with the approval of the Rector.

HOW TO APPLY:

- Please send your resume, a letter of application, and a short essay (*maximum of 250 words*) demonstrating your understanding of this position, by July 15, 2026 to: jobs@holychommunion.net.