

The Society of King's Chapel: Church School Director

The Society of King's Chapel is seeking a Church School Director to lead our children and family ministries. The primary responsibility of the Church School Director is to ensure effective and joyful delivery of King's Chapel's church school ministry, including administration of all church school operations, supervision of paid and voluntary church school staff, effective communication with church school parents and other King's Chapel staff, the cultivation of community among King's Chapel families, and seeing that children are safe and cared for while they are participating in the church school and King's Chapel events. The Church School Director will also represent the King's Chapel Church School and promote its programs in the wider community, working with the Parish Administrator and Ministers to engage in outreach activities.

About King's Chapel

King's Chapel is a big-tent Christian church in the heart of Boston. We worship "in the love of truth, in the Spirit of Jesus Christ, and in the service of all." We are both the first Anglican and the first Unitarian Church in the nation, and have a long (300+ year!) history of widening our welcome. We follow an old form of worship known well to Catholics, Episcopalians, and Lutherans, in a beautiful prayer book passed down by our forebears; and we keep asking big, new questions, relevant to today, trusting that God loves us and welcomes all questions, however big or small. King's Chapel affirms the worth, dignity, and equal rights of LGBTQIA people, and our community includes a variety of a faith perspectives and diverse backgrounds. Whoever you are, and where ever you are on life's journey, you are welcome at King's Chapel.

Job Responsibilities

The Church School Director reports to the Assistant Minister, and will work closely with the Senior Minister.

- Building and implementing a joyful, intergenerational, creative church school curriculum for our children and families.
- Overseeing the Confirmation Class curriculum and volunteer schedule.
- Administering church school operations, including weekly newsletters, volunteer schedules, outreach activities, etc.
- Coordinating and recruiting church school volunteers from the congregation.
- Ensuring that Safe Church policies are followed in all areas of the Church School.
- Coordinating between the Church School and the wider church through weekly updates, occasional events, etc.
- Supervising church school staff and volunteers, including the nursery care staff.

Qualifications

We're seeking candidates who excel in relationship building, are results oriented and have demonstrated experience working with families and children's programs. You should have:

- Experience working with children in families in a formal setting (Church, Academic, etc.)
- A working knowledge of progressive Christianity; theological training highly preferred.
- Experience planning and implementing programs for children and families.
- Mastery of Safe Church Standards and a strong commitment to following those protocols.
- All candidates will need to pass a CORI check and provide references.

How to Apply

Please send cover letter and resume to Rev. Amelia Nugent, Assistant Minister, at assistant.minister@kings-chapel.org.

