

Updated: August 12, 2022
Title: Children and Families Faith Development Specialist
Staff Group: Ministries and Faith Development, Office of Lifespan Faith Engagement (LFE)
Reports To: Lifespan Faith Engagement Co-Director
Location: Open within the continental United States
Grade: 12, full-time with benefits

Note: This position is currently funded through June 30, 2024 and will be evaluated for ongoing need.

Purpose

To support the faith development of children and families in Unitarian Universalist congregations and beyond through curation and development of innovative frameworks, resources, and curricula.

Principal Responsibilities

1. Develops and maintains relationships with religious educators and stays fluent with religious education and faith engagement practices, successes, and challenges in UU congregations and other progressive religious denominations.
2. Equips UU congregations for successful religious education and faith engagement ministries for children and families through curation and development of resources and curricula. Collaboratively evaluates, updates, repurposes, or retires legacy programs (such as *Tapestry of Faith*) as needed/requested.
3. Discerns needs among constituents and provides training and supports for lay leaders and religious professionals on faith engagement with children and families. Provides regular training to specifically support congregational welcome and inclusion of children and families of color and other historically marginalized identities.
4. Champions and advocates for investment in faith development opportunities for children and families and advance UU values in congregations and beyond.
5. Curates, develops, and shares frameworks which help leaders and congregations to understand and meet the emotional, social, identity, and faith development needs of children and young people.
6. Collaborates with other LFE and UUA staff to expand the impact of targeted efforts to wider audiences with an understanding of the importance of lifespan faith development's
7. Develops project and communication plans for each project with timelines and budgets. Checks in regularly and at critical moments with project members and makes adjustments as needed. Plans for flexibility in method and timeline to facilitate a greater focus on equity, inclusion, and quality outcomes.
8. Uses existing communication channels to promote upcoming programs and seasonally appropriate resources in a way that nurtures relationships with constituents. Tracks engagement and adapts communication methods and platforms to better meet varying needs.
9. Tracks and manages editing process for manuscripts and curricula, providing an accessible process for consultants and contributors to find and exchange multiple versions of documents with staff.
10. Updates UUA.org webpages with accurate and updated information to meet constituent needs.
11. Performs other duties as requested by the supervisor, the Co-Directors of Ministries and Faith Development, the Executive Vice President, or the President.

Qualifications

This is a Grade 12 position (expected hiring range \$51,200 - \$64,700 depending on experience). Note that qualifications may be met as a result of lived experience, volunteer work, professional experience, and/or formal or informal training. Requirements include:

- Bachelor's degree.
- Credentialed religious educator or equivalent experience in religious education leadership.
- Minimum 3 years' experience providing developmentally appropriate religious- or values-based education for children and families.
- Attention to detail, creative problem solving, ability to maintain confidential information and build strong interpersonal relationships are a must.
- Affiliation with the Liberal Religious Educators Association (LREDA) is strongly preferred.
- Proficiency in Microsoft Office applications (Outlook, Word, PowerPoint, Excel, etc.) and Google Drive applications (Docs, Sheets, Forms, etc.) required. Familiarity and proficiency with collaborative project management platforms (Trello, Asana, etc.); online form and event management platforms a plus.

- Travel may be required 1-3 times a year for team retreats and major events.
- Familiarity with Unitarian Universalism or faith-based work required.
- Understanding of issues around anti-racism, anti-oppression, and multiculturalism.
- Work or lived experience with communities of color or indigenous peoples is of particular value.
- Eagerness to work in an organization in which the dismantling of white supremacy is a high priority.

How to Apply

People with disabilities, people of color, Indigenous people, Hispanic/Latinx, and LGBTQ candidates are encouraged to apply. The UUA is committed to developing a diverse and talented staff team. If you are excited about this role, but are unsure whether you meet 100% of the requirements, we encourage you to inquire and/or apply. Send cover letter and résumé—indicating “Children and Families Faith Development Specialist” in the subject line—via e-mail to careers@uua.org, via fax to (617) 948-6467, or to Human Resources, UUA, 24 Farnsworth Street, Boston, MA 02210. E-mail submissions preferred.

About the UUA

The Unitarian Universalist Association is a progressive religious denomination headquartered in Boston’s waterfront Fort Point Innovation District. Our faith community of more than 1,000 self-governing congregations brings to the world a vision of religious freedom, tolerance, and social justice. Our normal workweek is 35 hours, we pay 80% contribution towards health insurance premiums, 10% towards retirement (after one year), and have generous paid time-off policies. We are a great place to work and we value diversity. The UUA is an Equal Opportunity Employer and is committed to the full inclusion of all. As part of this commitment, the UUA will ensure that applicants and staff with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact the Office of Human Resources at (617) 948-4648 or humanresources@uua.org. For more information on the UUA, visit us online at UUA.org and uuworld.org.

Support for the Mission and Values of the Association

The Unitarian Universalist Association is a progressive and historic religious denomination. While it is not generally required or expected that an applicant/employee identify as a Unitarian Universalist (UU) or be a member of a UU congregation in order to work at the UUA, all UUA staff members are expected to perform their job duties in accordance with the UUA’s values, principles and mission. In particular the following points, drawn from the Seven UU Principles, are of particular importance for the UUA’s work environment and staff culture:

- The inherent worth and dignity of every human being: We affirm the need for a human-centered workplace that allows our diverse staff to flourish. We also understand that our wider culture and society oppresses and denies human dignity, and we seek to counter the effects of that oppression in our hiring and workplace culture so that each person feels whole and valued.
- Justice, equity and compassion in human relations, and the goal of world community with peace, liberty and justice for all: We speak openly and publicly of our support for social and political issues, including LGBTQ equity, racial justice, climate justice, gender equity, and reproductive justice.
- The interdependent web of existence: We recognize that the liberation of all people is interwoven, and we work to counter patriarchy, white supremacy, colonialism, homophobia, transphobia, ableism, environmental exploitation, and other interrelated systems of marginalization.