

First Unitarian Church of Philadelphia

Job Posting: Minister for Faith Formation

Salary Range \$50,000-54,000 Salary & Housing; Exempt

Health, Dental, Life Insurance, Professional expenses, Retirement, Study Leave & Paid Vacation

This position requires flexible hours, including regular Sunday morning hours, and occasional daytime, evening, and weekend meetings.

The First Unitarian Church of Philadelphia is a progressive and spiritually diverse congregation whose mission is to awaken love and justice in our lives and the world. Rooted in our historic home at 22nd and Chestnut Streets in Center City Philadelphia, we are a vibrant growing multigenerational congregation. In the next chapter of our life, we are looking to strengthen our ability to serve the spiritual needs of all ages of congregants, expand the programs that help congregants engage more deeply with their faith, their values, and each other, and increase our ability to connect people with programs, events, and leadership opportunities that feed their souls and enhance congregational life as a whole.

Position Summary: The Minister for Faith Formation will collaborate with the Lead Minister, other staff and laypeople to provide dynamic and skilled leadership to all aspects of our religious education, spiritual development, membership, and community-building program life.

Our Recent History and Programs:

In the past 2.5 years since our lead minister was called here, First Unitarian Church's membership has grown by 62%, and the Children's Religious Education registration has doubled. This growth has brought a significant surge of energy in the congregation, and we are also clear that we now need more professional staff time dedicated to helping kick off new programming, and to recruiting, training, supporting, and empowering lay people into leadership. We currently offer Children's Religious Education for elementary ages and Nursery care alongside Sunday morning worship services (with 7-17 kids per Sunday). We collaborated with a local Quaker congregation last year to offer OWL to our middle-school youth, but there has not been age-specific programming for middle or high school youth yet this year. We have a lay-led Small Group Ministry program in its third year that serves a large portion of the congregation, but is in need of more staff attention and support. We have occasional spiritual-development, community-building, and/or justice-making opportunities for adults and families, but we would like to strengthen and expand all of those programmatic areas.

Essential Functions:

- Lifespan Faith Formation:
 - Nursery: Supervise Nursery Director.
 - Elementary: Teacher recruitment & supervision; curricula selection & development.
 - Middle-School: Teacher and/or advisor recruitment & supervision; program development.
 - High School: Advisor recruitment & supervision; program development.

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- Adult: Lead the collaboration between lay leadership and staff to build diverse programming at the intersections of spiritual development, community building, and justice making.
- Multigenerational & Family: Provide vision and leadership to the expansion of faith formation programs & events across generational lines.

Membership Ministries

- Lead the collaboration between lay leadership and staff to envision, lead, and manage paths to membership and congregational engagement, from “visitors” to “engaged,” “members,” and “leaders.”

Pastoral Care

- Work with Caring Ministry Team to continue to strengthen lay-led pastoral ministries.
- Share individual pastoral care duties with Lead Minister.

Worship

- Preach 5-9 times per year (0-2x/month during program year).
- Serve in worship leadership as Liturgist, leader of Time for All Ages, co-officiant of Child Dedications, co-leader of Intergenerational services, etc. (additional 1-2x/month during program year for a total of 2-3x on the chancel/month).
- Continue to deepen & strengthen the practice of Children’s Chapel.
- Participate in special services on occasion (holidays, vespers, etc.).
- Officiate memorial services, weddings, and ceremonies as needed, interested, and available.

Volunteer Coordination & Leadership Development: Collaborate with staff and lay leaders to recruit/ support volunteers in the congregation to help carry out its ministries and mission.

Administration & Management:

- Manage the Faith Formation calendar.
- Maintain Religious Education registration/attendance records.
- Manage supplies & budgets for Religious Education & Membership.
- Supervise part-time Religious Education staff.
- Communicate with congregation regularly about activities, mission, and vision of Faith Formation programming.

Organizational Ministry: Report to and/or attend Board of Trustees or other leadership bodies when appropriate.

Staff Collaboration: Collaborate with Minister, Business Administrator, and rest of Staff Team in carrying out mission of congregation.

Core Competencies:

As the key staff leader attending to spiritual-development and community-building programming at First Unitarian Church, the Minister for Faith Formation must have talents in working with volunteers and developing congregation-based programming through a multigenerational and anti-oppressive lens. As part of the ministerial team of the congregation, the Minister for Faith Formation must have a deep sense of integrity, a grounded spirituality, a joyful sense of mission ownership, and must be able to build healthy relationships of trust across the congregation and staff team. The successful candidate will have strong communications, interpersonal, and project management skills, and solid sense of self. The Minister for Faith Formation must be creative and take initiative, be gifted at motivating and developing leaders, have the ability to work effectively and

honestly with challenging conversations for successful resolution, and be able to set priorities and manage tasks with grace and humor in a complex and dynamic environment.

Physical Requirements:

Able to move freely around all four floors of our historic church building (as we are unfortunately not fully wheelchair accessible at this time). Ability to stand for long periods of time, climb stairs and lift 15 – 20 lbs.

Computer & Technology skills:

Proficient in Microsoft Word, PowerPoint, Excel, and their GoogleDoc equivalents. In addition, experience with social networking platforms, simple web management, congregation databases such as Breeze, and/or communication tools such as Facebook, Twitter, Instagram, and MailChimp/Constant Contact are a bonus.

Qualifications:

- Is in good standing and in Ministerial Fellowship with the Unitarian Universalist Association, is a member of the UU Ministers' Association.

To Apply: Send a résumé, sample sermon (text, audio, and/or video), and cover letter detailing interest in the position, experience, and vision for congregational faith to FaithFormationHire@philauu.org to the attention of the “Faith Formation Hiring Team” by April 12, 2019. Interviews will take place in April, with an anticipated start-date in summer, 2019.

Diversity and Inclusion are core values of First Unitarian Church. We are an equal opportunity employer and will not allow discrimination based on age, race, ethnicity, gender, gender expression, national origin, disability, religion, sexual orientation, or socioeconomic background. Candidates of color and LGBTQIA candidates are especially encouraged to apply.