

Tuckahoe Presbyterian Church Director of Christian Formation Position Description

The Director of Christian Formation will lead and coordinate the Christian education and discipleship ministries of Tuckahoe Presbyterian Church. The Director of Christian Formation will work in a team relationship with the Pastor, the Director of Music, the Church Staff, and the Christian Formation Committee to provide a welcoming and nurturing environment and to prepare children, youth, and adults for life-long faith journeys.

Responsibilities including:

- Develop, promote, and lead educational and discipleship programs to nurture the faith of church members of all ages (including possible intergenerational programs)
- Provide curriculum review and suggestions to complement Christian Formation programming
- Share in long-range planning for Christian formation and discipleship
- Lead and administer educational and nurturing opportunities for children including:
 - Time for Young Disciples during worship
 - Little Lights – (Children’s Sunday School)
 - Vacation Bible School
 - Nursery Care
- Lead youth programs including:
 - Oversee, equip, guide, and support youth group leaders
 - Organize and plan church and youth events and retreats
 - Work with the Pastor on the Confirmation program
- Assist in coordinating adult studies programs including:
 - Sunday morning study groups
 - Men’s Bible Study and Women’s Study groups
 - Theology on Tap
 - Prayer Groups
 - Study opportunities during Advent and Lent
- Attend weekly staff meetings
- Serve on the Christian Formation Committee as an ex-officio member and staff resource
- Fulfill other duties as assigned by the Pastor or Christian Formation Committee

Review

The employee's performance, compensation, and position responsibilities shall be reviewed annually by the Pastor (Head of Staff) and the Administration and Human Resources Committee.

Terms

This is a full-time, salaried, exempt position requiring flexible hours (evenings and Sundays) to accommodate the church's varied ministries. This position also provides medical insurance, pension benefits, paid vacation time, travel, and continuing education allowance.

Minimum Requirements

- Bachelor's degree
- Baptized
- A living faith that is consonant with Reformed Theology
- Computer skills

Desired Qualifications

- At least two years of experience teaching
- At least two years of experience working with youth
- Facility and experience with organizational social media presence

7/5/24

Tuckahoe Presbyterian Church (PCUSA)
7000 Park Avenue
Richmond, VA 23226
www.tuckahoepres.org

Interested candidates may submit a cover letter, resume, and three references attesting to his/her qualifications and job performance to: Apply@tuckahoepres.org.