

Northwoods Unitarian Universalist Church is hiring!

We are currently requesting resumes for individuals interested in being our Lifespan Faith Development Coordinator.

This will be a part-time position assisting volunteer leaders with the Religious Education and Faith Development ministries of Northwoods.

The LFD Coordinator:

- Acts as the hub of the Lifespan Faith Development program. Maintains relationships and communication with staff, volunteers, congregants, and leadership in order to promote a successful and fulfilling Religious Education Ministry.
- Function as an ongoing volunteer coordinator and recruiter for teachers and advisors.
- Create the RE budget and administer the budget throughout the year.
- Curriculum development for children and youth with the help of lead teachers and other volunteers.
- Support Small Group Ministry through creating content and managing arrangements for meetings.
- Administer childcare for NUUC services, events, and meetings.
- Create and maintain RE calendar for the year that lists the dates and volunteers for each class and event.
- Manage registration for the children's program and maintain contact information of attending families for teachers.
- Purchase Supplies for the Lifespan Faith Development/Religious Education programs.

The best candidates for this position will have:

- A passion for liberal religion with knowledge of both biblical and other world faith stories and teachings.
- A background in successful volunteer recruitment, training, and leadership.
- Experience managing a basic, nonprofit budget.
- The ability maintain organization and manage priorities in an evolving program environment.
- A background in education and teaching, either professionally or as a volunteer.
- The ability to communicate with a variety of peoples and cultures appropriately and assertively.

An ideal candidate for this position will have:

- A background in program or curriculum development.

Please forward resumes and your compensation expectations to humanresources@northwoodsuu.org

Cover letters are not required but are gladly accepted.