Parish of the Good Shepherd
1671 Beacon Street
Waban, Massachusetts 02468-1401

Telephone: (617)244-4028
Email: office@goodshepherdnewton.org
Website: www.goodshepherdnewton.org

Parish of the Good Shepherd (Waban, MA) is a vibrant, welcoming, growing parish with a passion for the solemn beauty of the Rite I liturgy. The Parish is seeking an interim Director of Christian Education to oversee an established active educational program for over 60 children ages 3-15. The position is part-time (20 hours/week) and for the 2015-2016 academic year, with the possibility for extension.

The Director of Christian Education provides oversight on all youth educational programs with a focus on Atrium (preschool and early elementary) and Confirmation classes. The Director plans in collaboration with the priest and the Christian Education Committee, but is expected to be proactive and hands-on in executing and managing within an existing framework of programming.

Responsibilities include managing weekly Sunday School classes and teaching the Atrium classes; planning and teaching Confirmation classes; recruiting and training Sunday School teachers; supervising online Safe Church Training; coordinating and attending youth-directed events such as the Christmas Pageant, an observance on All Saints Day, and programming for Holy Week; supervising Nursery staff; organizing and participating in retreats, outreach projects, and mission work involving parish youth; and drafting monthly contributions to parish newsletter.

Professional Requirements:
Professional Christian education experience in a church or school setting. 
Experience teaching young children.
Working knowledge of the Catechesis of the Good Shepherd educational model a huge plus.
Working knowledge of Windows-based computers.

Personal Requirements:
Applicants must be dedicated to the spiritual life of children.
Able to work independently, as well as at the direction of Clergy and Laity.
Organized, able to prioritize, and detail oriented.

Start date ideally August 1
To apply please send resume to GSCESearch@gmail.com