



# GRACE COVENANT

## PRESBYTERIAN CHURCH

- Position Title:** Director of Christian Education
- Status:** Full-time/Exempt
- Working Relationship:** Reports to the Pastor/Head of Staff and is accountable to the session through the Children's Ministry, Youth Ministry, and Adult Ministry Teams.
- Supervisory Duties:** Serves as supervisor of the Child Care Coordinator, Youth Ministry Intern(s), and any other children's or youth ministry positions.
- Position Description:** Works for the spiritual development of all ages, actively directing and coordinating Grace Covenant's education, fellowship, and service/outreach programs for children and youths, and facilitating those programs for adults.

### Position Duties and Responsibilities:

- Help envision, create, and facilitate new educational experiences and curricula to enhance the faith development of members of all ages;
- Develop and oversee a system of hospitality and welcome that reaches and builds relationships with active and inactive children and youths and their families to encourage their involvement in the life of the church;
- Identify, oversee, and support volunteers, teachers, and leaders in the educational ministries of the church and coordinate with other staff and volunteers in carrying out the church's educational vision;
- For Children's Ministry, which is a current emphasis for the congregation, coordinate with and lead other staff and volunteers as they plan, direct, and participate in child-centered ministries (e.g., Sunday School, "Awakening to Worship," SMASH (Sports, Music, Art, Service, "Hangout"), Vacation Bible School, Lord's Table classes, Bible Workshop, Trunk or Treat, Easter Egg Hunt) and serve as liaison to Pioneer Preschool;
- For Youth Ministry, which is a near-future emphasis for the congregation, coordinate with and lead other staff and volunteers as they plan, direct, and participate in youth-centered ministries (e.g., Confirmation, Youth Group, Youth Sunday services, Music & Mission Trip, Montreat Youth Conference, Massanetta Middle School Conference, Presbyterian Youth Triennium);
- For Adult Ministry, facilitate and oversee the work of member leaders administering a program of varied and engaging adult education opportunities in spiritual gift

assessment, discipleship, faith application, Bible study, theology, and other aspects of faith development;

- Oversee compliance with the Child Protection Policy for volunteers in children’s and youth ministries;
- Serve as the primary staff member for the Children’s Ministry, Youth Ministry, and Adult Ministry Teams, attending their monthly meetings and working with the team moderators to support their work and accomplish the teams’ missions.

**Interested Replies:**

Interested candidates should send their resume to:

Patrick Bell, Church Administrator  
patrick.bell@gcpc.org  
Grace Covenant Presbyterian Church  
11100 College Blvd., Overland Park, KS 66210  
913-345-1256  
gcpc.org

Grace Covenant Presbyterian Church is a Presbyterian Church (U.S.A.) congregation of 365 members in Overland Park, Kansas. Grace Covenant is an equal opportunity employer. All employment at Grace Covenant is at-will and governed by Grace Covenant’s Manual of Personnel Policies.