

JOB POSTING:
The Episcopal Church of Our Saviour, Mill Valley
Sunday School Godly Play Coordinator

Church of Our Saviour, Mill Valley, is offering a special opportunity for a dynamic leader who loves working with children to assume the leadership of a robust and well-managed Godly Play Sunday School program. The program, which is at the heart of the church's family offerings, was developed as a model program for the Bay Area and has received a 3-year grant from the California Diocese. The position is 15 hours per week with extremely flexible hours.

Overview:

Founded in 1892, Church of Our Saviour is a small but active Episcopal congregation in the heart of downtown Mill Valley. The church offers a very popular Sunday School program using the Godly Play curriculum for its younger children, ages 3 ½ - 4th Grade. The school, established over fifteen years ago, is fully up and running and attended regularly by over twenty families each Sunday. The families who attend comprise an active and growing group within the church.

Church of Our Saviour is currently seeking a paid Coordinator to manage and teach this Sunday School program. Classes are given during the school year (September–May) and there are three classrooms divided by age (Pre-K-K, 1st-2nd Grade, and 3rd-4th Grade). The Godly Play curriculum is a national program, with training and published tools readily available to the Coordinator. Other teachers and classroom volunteers are volunteers from the church.

Coordinator Qualifications:

- Dynamic Leader, skilled in working with children and their families
- Creative problem-solver
- Strong verbal and written communication skills
- Demonstrated faith in Christ and appreciation for working in a church community
- Ability to collaborate effectively with other church staff members and rector
- Prior experience with Godly Play or Sunday School teaching desired; knowledge of the Episcopal Church a plus

Hours and Compensation: The Coordinator position is 15 hours per week, including 3 hours on school-year Sundays with the exception of the first Sunday of every month. During the school year, the Coordinator will focus on maintaining weekly operation of the three Godly Play classrooms, learning Godly Play lessons, and promoting the program within and outside of the parish. The Godly Play Coordinator is required to be present from 9:00AM – Noon every Sunday during the school year except the first Sunday of each month. Their remaining weekly hours can be implemented on a flexible schedule, including working from home. Compensation is \$25 per hour.

During the summer, this position will concentrate on planning the subsequent school year program, recruiting and training additional program volunteers, and upgrading the program's physical resources. This work can be done in a more concentrated period or spread over regular weekly hours throughout the summer. Sunday attendance is not required during the summer.

Godly Play Coordinator Objectives:

1. Provide excellent Sunday School education using the Godly Play program, for students ages 3 ½-4th Grade. Includes collaborating with Youth Minister to support the continuation of religious content as children move into adolescence.
2. Partner with church staff to grow the community of families by organizing relevant events and promoting church offerings beyond the church.

Detailed Coordinator Responsibilities:**School Year Management: Sept.-May**

- Teach classes (2-3 Sundays per month)
- Manage volunteering staffing
- Maintain classroom readiness
- Promote program through parent and parish communications
- Serve as primary point of contact for religious education for new parish families with young children

School Year Preparation: June-Aug.

- Develop and post schedule of Godly Play stories using Sign Up Genius
- Recruit and train classroom volunteers
- Clean and repair classroom materials
- Maintain student database

Program Development and Promotion: All Year

- Oversee major classroom improvements
- Build new story sets / write new story scripts
- Attend Bay Area Godly Play Best Practices meeting
- Attend advanced Godly Play training
- Represent Godly Play at Church of Our Saviour Youth and Family Ministry Team monthly meetings
- Assist with planning events for church families, ex.: potlucks, service projects, etc.
- Write / photograph Godly Play activities and promote through church and local media

Reporting / Contacts:

The Godly Play Coordinator will report to the Rector, Church of Our Saviour, The Reverend Brother Richard Edward Helmer.

This position will also work closely with the Youth Minister, Gerry Caprio, who is responsible for religious education programs for Middle and High School, and represent Godly Play on the church's Youth and Family Ministry Team.

This position will also represent Church of Our Saviour within the Bay Area Godly Play Community at Best Practices meetings, etc.

Job Contact:

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