

Early Childhood Teacher and Coordinator for an Infant to Kindergarten Program at Unitarian Universalist Congregation of Marin

Reports to: Director of Family Ministries

Directly Supervises: Program Volunteers

Status: 5 hours per week on Sundays, 47 weeks per year (11 month position),

5 hours per month one late Saturday afternoon/evening a month September thru May

**2 hours per family event or congregational meeting on Saturday or Sunday early afternoons,
(8 events to occur over the span of October to June year)**

Annual Amount: \$6,410

Start Date: July 26, 2021

Age requirement: 18 years or older

Job Summary:

- Implements of a religious education program in Sunday morning service for preschool to kindergarten age children that fosters and promotes Unitarian Universalist Values, Spiritual Growth, Child Empowerment, Social Justice, Lifelong Friendships and Community Engagement.
- Administers first aid as needed.
- Provides care needs (including toileting and diaper changing) for infants and toddlers when they attend programming.
- Supports Congregational meetings, Family Events and Parent Programs with activities and supervision.
- Greets families and children when they arrive and helps orient new children to the space and program.

An educator who does not have all the necessary expertise and experience may still be considered and would be supported for growth through on-the-job training, continuing education, and leadership development.

Additional Opportunity exists for a 40-hour week during UU of Marin's summer camp program August 2nd to 6th. Responsibilities include working with a team to prepare, implement, and supervise activities for 6-12 kids Kindergarten to 1st grade.

Our ideal candidate will have:

- Experience with organization, coordination and implementation of educational programs for young children, ideally in Unitarian Universalist settings, but not required
- Knowledge of age-appropriate content and instructional practices
- A sense of humor and capacity for joy and play
- Familiarity with, and excitement about, a children empowerment model
- Excellent written and oral communication skills; facility with media and technology including digital newsletters, forms and meeting platforms
- Experience with or knowledge of Unitarian Universalism

- Education or experience in teaching, and/or children programming

Essential Functions:

Program Development and Support:

- Organize high quality Sunday morning programming for preschool to kindergarten age children in alignment with UUCM's and the Family Ministries mission, vision, and goals
- Create programming which engages the imagination, develops spiritual and ethical resources, enhances knowledge of the world's religious landscape, and cultivates identity as Unitarian Universalist
- Provides activities and care needs during congregational meetings, quarterly family events, and monthly parent program
- Integrate social justice opportunities for children and families into programming, in collaboration with the Director of Family Ministries

Administration and Leadership:

- Participate in weekly Religious Education staff meetings
- Ensure the Peabody and Fahs room space is attractive, safe, and reflects our values
- Works with staff and volunteers to maintain religious education resources, including religious education supplies and the religious education library.

Core Competencies

- Teamwork: Collaborates and communicates clearly and effectively with others; understands that staff teams are interdependent; creates a climate in which people want to do their best; shares ownership and visibility; takes an interest in the health and vitality of the congregation as a whole.
- Hospitality: Is a welcoming presence for members, friends, and visitors to the congregation; includes the newcomer into the life of the community; reaches out with care and compassion.
- Creativity: Engages in fresh thinking; willing to experiment and see failure as part of the process; approaches challenges from multiple angles; inspires creativity in others.
- Vision: Articulates a compelling and mission-driven purpose for the Religious Exploration program; inspires others to invest in the mission of the program.
- Integrity: Is widely trusted, direct, and truthful; maintains appropriate confidences; adheres to a set of core values that are in alignment with Unitarian Universalist principles, and lives in accordance with those values; abides by professional codes of conduct.
- Self-Awareness: Is conscious of their own reactions to situations and systems; understands unconscious bias; is committed to multicultural learning and anti-oppression work; cultivates personal spiritual growth; has a realistic understanding of their own gifts and challenges.
- Discipline: Follows through on commitments; self-motivated; sets and meets deadlines; establishes priorities and delegates appropriately; manages time effectively; asks for support when needed.
- Problem-Solving: Uses a combination of experience, research, and intuition to explore solutions for difficult problems. Looks beyond the first answer; handles complexity and competing demands on resources with skill, diplomacy, and grace; considers the long-term consequences of decisions.

Unitarian Universalist Congregation of Marin's Mission:

To inspire joy and justice in an imperfect world, we:

Share life's journey,

Celebrate many paths, and

Act to make a difference

Family Ministries Mission:

To grow resilient, resourceful youth and families, we

Create caring connections and traditions

Invite curiosity and spiritual exploration

Explore ways to build a better and more compassionate world together.

To Apply: Please submit a brief letter of interest, resume and at least two letters of reference by noon on June 1st, 2020 (or until position is filled) to Rev. Lynne Scarpa at revlynn@uumarin.org

* The Unitarian Universalist Congregation of Marin is committed to creating a diverse and inclusive community and does not discriminate with regard to age, race, color, ethnicity, national origin, gender identity or expression, affectional or sexual orientation, marital status, abilities, or socioeconomic status.