Job Posting: Associate for Children and Family Ministries

Christ & Holy Trinity Episcopal Church, Westport, Connecticut is seeking a warm and energetic individual to oversee and develop formation programs with families and children (up until grade 5). Successful candidates will come with a sensitivity for the joys and challenges of family life, a love of children and a desire to help our young people and families grow closer to God.

Responsibilities:

- Coordinate and oversee Sunday morning formation programs with children
- Staff and oversee Sunday morning childcare (infants/toddlers)
- Provide support and guidance for children during our monthly Family Liturgy
- Organize and coordinate seasonal intergenerational formation activities (i.e. making Advent wreaths or making palm crosses on Palm Sunday)
- Coordinate and facilitate activities and events for Faithful Friendships parish buddy system
- Plan and lead monthly Faithful Families dinners
- Lead the Jr. Youth Group (grades 4-5), which meets monthly
- Plan, staff and execute annual week-long Summer Vacation Bible School
- Recruit, train and support volunteer leaders
- Form relationships with parish families and provide guidance and support

Desired Qualifications:

- A love of God and curiosity about faith and the Christian tradition
- Strong communication and organizational skills
- Creativity and a desire to explore new ideas
- Collaborative spirit and an ability to invite and engage volunteers
- Bachelor’s degree preferred

This is a halftime, non-exempt position of 20 hours per week. Compensation is commensurate with experience. Position will be subject to a clean background check. Interested persons are asked to email a cover letter, resume and contact information for three references to Pam Kopack, Director of Business Operations (pkopack@chtwestport.org)

Programs within the scope of this position:

- Church School: Sunday morning spiritual formation for Preschool-5th grade
- Faithful Families: A monthly faith formation & social group for families with young children
- Faithful Friendships: An intergenerational buddy system that connects youth and families with parish elders
- Jr. Youth Group: A monthly meeting for 3-5th graders to pray, learn and socialize
- Vacation Bible School: A week-long summer camp for children, Preschool-5th grade
Other programs with children on campus:
- Christ and Holy Trinity Preschool, a Reggio-inspired program up to age 5
- Youth Chorister Program (Joyful Noyze - primary; Elementary Choristers (up to grade 5); Middle School Choristers (grades 6-8) and High school Choristers

About Christ and Holy Trinity
Located in downtown Westport, Connecticut, Christ & Holy Trinity is a thriving and vibrant program-sized parish with a welcoming and inclusive atmosphere, dynamic and energized worship, a commitment to care and connection among our members, and a deepening desire to live more fully God’s mission in the world through learning, solidarity, service and advocacy. We are blessed with a large number of children and young families and are continually welcoming new members into our community.

A Note about Ministering During COVID
Like all communities, our ability to function ministerially has been impacted by COVID. Notwithstanding, the Spirit is alive in this place; with new creative ideas emerging through this past year including outdoor worship, family chapel experiences (in-person and digitally), outdoor baptisms, and other adaptations to our traditional program, including what was a very successful Summer Vacation Bible School.

While we have no control over what Fall 2021 will look like, we are funding and supporting this position with the strong hope that we will rebuild in a joyful hopeful way.