

Job Description
Director of Religious Exploration
Orange Coast Unitarian Universalist Church
Last revised 11/01/09 gkj

PRIMARY FUNCTION:

The Director of Religious Exploration shall oversee the religious education program for the children, youth, and families of Orange Coast Unitarian Universalist Church [OCUUC]. S/he shall strive to create a positive atmosphere for all RE program participants and the OCUUC community as a whole.

JOB RESPONSIBILITIES:

1. Serve as an advocate for children and youth and the RE programs through one-on-one conversations, group presentations, and written articles.
2. With assistance from the RE Committee, recruit, train, supervise, and support the teachers and leaders of the RE Programs.
3. Work with the Minister and the Worship Associates to develop worship experiences for children and youth of OCUUC.
4. Develop programs and activities that encourage the growth of healthy intergenerational relationships at OCUUC.
5. Advise and assist the RE Committee and the congregation in setting short and long term goals for religious growth and learning.
6. Support and assist in the development of programs for children and youth.
7. Design and oversee curriculum planning, preparation, and implementation for children and youth.
8. Advise and assist the appropriate committees in planning and organizing special intergenerational events.
9. Oversee the acquisition and maintenance of curriculum resources and classroom supplies.
10. Meet on a regular basis with the Board of Trustees, Minister, staff, ministerial committee, RE Committee, Worship Committee, and other committees as appropriate.
11. In consultation with the Minister, minister to OCUUC children, youth, and parents.
12. Communicate to OCUUC members, friends, their families, and the greater community about UU RE philosophy, and Religious Exploration programs and events at OCUUC.
13. Notify the Building and Grounds Committee of problems or issues in order to ensure that the RE physical requirements are met.
14. With the RE committee and the Membership Committee, welcome and orient families to the RE program.
15. Submit an article to the monthly newsletter and a monthly report to the Board of Trustees.
16. Maintain connections outside OCUUC through the following:
 - a. Participation in UUA, cluster, and District events and committees for up to four work Sundays in a contract year.

- b. Support for de Benneville UU camps.
 - c. Maintain membership in professional organizations including Liberal Religious Educators Association [LREDA]
 - d. Network with counterparts.
17. With the Personnel Committee and the RE committee hire, train, supervise, and evaluate nursery and childcare staff as well as Assistant Director of Religious Exploration (ADRE).

REPORTING RELATIONSHIP: The Director of Religious Exploration reports to the Minister in consultation with the Religious Exploration Committee.