**POSITION AVAILABLE:** January 2021

**JOB TITLE:** Church Catechist (Director of Faith Formation)

**POSITION OVERVIEW:** A Church Catechist is a Christian mentor and teacher who intentionally shares their life of faith – knowledge and devotion – with those seeking to grow as apprentices of Jesus. The primary function of this ministry position is to oversee the vision, scope, sequence, curriculum, and communal rhythms of faith formation for children, youth, and families at Holy Trinity Anglican Church in Costa Mesa, CA (<https://myholytrinitychurch.com>). This position reports to the Rector, supervises members of the ministry staff (nursery, early childhood, children, and youth coordinators), and works alongside families.

**ESSENTIAL MINISTRY RESPONSIBILITIES:**

1. **Clear Vision:** develop and implement a ‘scope and sequence’ for promoting spiritual growth and development from birth through adulthood
   * SCOPE: How does one attain a mature faith – what are the measures?
   * SEQUENCE: What are the steps (developmentally and pedagogically) that move one toward a mature faith?
2. **Quality Curriculum:** choose theologically robust, liturgically sensitive, and age appropriate curricula
   * HEAD: What doctrines should one know at each step? How is this best achieved?
   * HEART: What devotions should be introduced along the journey? How are people engaged at deeper levels and throughout a lifetime?
   * HAND: What disciplines and duties should one experience? How are they most effectively encountered?
3. **Empowering Supervision:** select and train volunteers (‘story tellers’); resource and oversee children and youth coordinators; conduct monthly children/youth staff meetings
4. **Team Collaboration:** participate in weekly staff meetings; work alongside the Rector, Vestry, Ministerial Staff, and Administrative Director to ensure alignment with HTC’s vision for effective ministry and lifelong faith formation
5. **Family Collaboration:** conduct quarterly meetings with parents and grandparents; cast vision and create spaces for their mentorship to be enriched and encouraged
6. **Creative Intention:** find creative ways to foster multi-generational worship, formation, and mission (e.g., mentorship relationships; service projects)
7. **Consistent Communication:** monthly communication with each family

**ESSENTIAL QUALITIES and QUALIFICATIONS:**

1. **Christian Maturity:** godly character, sound doctrine, healthy relationships
2. **Team Player:** works well in collaboration with others, strong communication skills, commitment to investing in people
3. **Missional Alignment:** understands and supports HTC’s vision for faith formation
4. **Relational Connectivity:** strong interpersonal skills, commitment to building relational trust with the church community
5. **Teachable & Studious:** ability to humbly receive feedback and instruction, desire to learn and pursue continuing education/training

**EDUCATION/TRAINING DESIRED (but not required):**

1. B.A. or M.A. degree (preferably in theology, biblical studies, or Christian education) \*
2. 1-3 years of work experience (preferably in children, youth, or family development)
3. Experience with liturgical forms of worship (not necessarily Anglican)

**\* SPECIFICS OF CONTINUING EDUCATION/TRAINING (if needed):**

1. Meet with Jordan Senner (Rector) or Trevecca Okholm (Consultant) over a set period of time to discuss readings:
   * S. S. Kang and G. Parrett, *Teaching the Faith, Forming the Faithful*
   * J. I. Packer and G. Parrett, *Grounded in the Gospel*
   * D. Okholm, *Learning Theology Through the Church’s Worship*
   * C. E. Nelson, *Growing Up in Christ*
   * P. H. Pfatteicher, *Journey into the Heart of God*
   * H. Allen and C. Ross, *Intergenerational Christian Formation*
2. Enroll in the Certificate of Christian Catechesis program at Trinity School for Ministry.

**SCHEDULE:** 20 hrs per week (negotiable with Rector, except Sundays)

**COMPENSATION:** $20-25 per hour ($21,000-26,000 per year)

**TERMS OF EMPLOYMENT:** cover letter, resume, application, references, interviews, background check

**APPLICATION:** please send your cover letter and resume to [jordan@myholytrinitychurch.com](mailto:jordan@myholytrinitychurch.com)