

Director of Family Ministries Position Open:  
30 hours a week position, in Montclair, NJ

**JOB POSTING: Director of Family Ministries (DFM)**  
**UUA Fair Compensation; 3/4 time position; Unitarian**  
**Universalist Congregation at Montclair (UUCM) 67**  
**Church Street, Montclair, New Jersey, 07042 973**  
**744-6276; [revscott@uumontclair.org](mailto:revscott@uumontclair.org)**

**Job Description:** Under the supervision of Senior Co-Minister Scott Sammler-Michael, the Director of Family Ministries (DFM) will provide leadership for the ministry of children, youth, and their families, focusing on their spiritual development. We need a dynamic DFM to strengthen the institutional management required to dream, design, staff, cheerlead, socialize, run, evaluate, and reform our Family Ministries program.

**Major areas of responsibility:** program evaluation, curriculum adaptation and design, teacher training, junior staff mentoring, evaluation and management, volunteer inspiration and recruitment, and instructional oversight. The DFM may have some responsibilities providing pastoral and worship support, as agreed upon by the DFM and the Supervisor. Additionally, the DFM will be tasked with championing the congregation's unique family ministry identity and mission. This is a "settled" position; we endeavor that this person will be here for an extended period and grow with us as we grow the program together.

**Desired Skills:** The ideal candidate for our Director will possess knowledge of the latest UU Family Ministry philosophy, trends, and curricula and be able to provide good congregational references. UUA RE Credentialing is a plus but not required; any person hired without credentialing will be asked to obtain UU RE Credentialing and be given financial and other relevant support from the congregation to achieve this

goal. Finally, our DFM needs to be a proactive leader with excellent administrative and communication skills, a strong UU identity, the ability to collaborate effectively with multiple groups, ability to create and maintain a welcoming space, a desire to support lay leaders to create sustainable family programs, a vision for faith development for children, youth, and their parents and caregivers, and the gravitas to challenge the status quo within established boundaries in concert with the Religious Education (RE) Team and the Supervisor.

### **Our Congregation:**

- UUCM was founded in 1897 by a group of women who wanted to provide their children with a liberal religious education. As such, religious education and family ministry have always been at the core of what we do.
- UUCM is a thriving, healthy congregation located in Essex County, New Jersey. Montclair is a vibrant, multicultural suburb of New York City with excellent schools, good public transportation and myriad cultural opportunities. This is a great place to serve as a UU religious professional; nearby there are lots of professional colleagues, large congregations, multi-staff settings, training opportunities, etc. UUCM has a reputation for being supportive and caring to its staff and endeavors to pay all qualifying staff in line with UUA's Geo Index 5 Fair Compensation Guidelines.
- Just 16 miles from NYC, UU Montclair has approximately 347 members and 50 friends. We are a Welcoming Congregation and are becoming a greener sanctuary. We boast a strong music program and award-winning social justice programming. The congregation called Co-Ministers Scott and Anya Sammler-Michael in 2017.
- UUCM offers Sunday morning RE for youth of all ages (nursery – 12<sup>th</sup> grade) during one service, with an average weekly attendance

of 65; 125 are registered. We are eager participants in OWL. Adult RE and adult enrichment are currently managed by the Senior Co-Ministers and other effective lay leaders.

- The DFM is supported by a strong Children's Religious Education Team, with goals that include helping the congregation embrace lifelong learning, developing a strong UU identity, and deepening enthusiasm for shared ministry to children, youth, and their parents and caregivers.
- We have a vibrant worship life, complete with at least one Multi-Gen service a month. We actively invite children into worship, with a gallery up front set aside for families.

**Conditions of Employment:** We hope to have our new, settled DFM join our community of faith on July 1, 2020. The right candidate (i.e., a *Credentialed Religious Educator or someone with similar experience or promise*) is eligible for a total compensation package will include salary and benefits in core compliance with UUA Fair Compensation Guidelines for our region (Geo Index 5 - find more information here: <https://www.uua.org/finance/compensation/program/salary-recommendations> ). Exact amounts for DFM pay will be clarified by our Personnel Team during hiring negotiations. Some modest relocation expenses are also available to the right candidate. The DFM will have one Sunday off a month.

**To apply for this position:** Please send a resume, letter of interest and references to: [revscott@uumontclair.org](mailto:revscott@uumontclair.org). Applications are due by **Monday, April 6, 2020**. For more information regarding our congregation please visit our website at [www.uumontclair.org](http://www.uumontclair.org) or call (973) 744-6276, ext 0011. Review of applications will continue until the position is filled.

Interviews will be done professionally and in the same manner for all candidates - via Zoom. We hope to announce a hire by May 10.