

Part Time Director of Children and Youth @ Christ Church, Elizabeth City, NC in the Diocese of East Carolina

Summary: The Part Time Director of Youth and Program will be called initially for a one year part time appointment. The position will report to the Rector and work closely with volunteer leadership to develop a robust and compelling children and youth program. The person will be expected to re-build and grow our youth program with an expectation of calling a full time person in Fall of 2027. The post holder will be eligible to apply for the full time position.

Christ church is a mid-sized Episcopal Parish that have just celebrated their two hundredth year in 2025, We are situated in Elizabeth City, North Carolina, about twenty minutes from the state line with Virginia. Elizabeth City is a coastal community hosting the largest US Coast Guard air base on the East Coast. We are an hour from the Outer Banks by car and by power boat.

PART TIME – 19.5 hrs per week

Annual Salary: \$25,000

Job Description: The Part Time Director of Children, and Youth, shall have the following duties and responsibilities:

Attend and participate in CEC staff meetings as scheduled every two weeks (currently Wednesdays)

Attend, and encourage youth to attend, all 10:30am Sunday services and Feast Day services (sometimes non-Sunday).

Partner with volunteers and staff to design a robust Sunday School program for our youngest members, including either selecting and purchasing or designing a curriculum.

Organize EYC events and keep interest level high.

Design, oversee, and examine biblical curriculum for weekly middle and high school EYC

Organize events for youth such as fun activities both on and off site as well as retreats.

Recruit acolytes and trainers and make sure regular trainings are carried out in consultation with the rector.

Encourage youth to attend and participate in diocesan youth events.

Develop positive relationships with youth and their parents.

Share program plans through social media, parish post, group chat, and other available forms of communication – being cognizant of safe church practices.

Incorporate youth into various church ministries. (mission trips, acolyte ministry, lay reading, etc.)

Strive to invite and fully include new youth into the program from outside Christ Episcopal Church.

Organize the annual Christmas Pageant and assist in organizing the Festival of Nine Lessons and Carols.

Organize Vacation Bible School each year and recruit volunteers.

Select and/or design a curriculum for VBS.

Assist with the Christ Church's local mission and outreach.

Organize youth out of town overnight trips (e.g. skiing).

Qualifications:

A knowledge of the Episcopal Church and our theology is required

A Bachelors Degree or some college credits in religion is preferred.

Outgoing and friendly personality along with the ability to relate to all age groups.

Ability to be fun but also a mature leader.

Safe Church Training is required (we will set you up with this if you are called),

Full Background Check required

To apply please send a cover letter, resume, three references, and (if ordained) your vocation hub portfolio.

For an informal conversation or to apply please contact:

The Rev'd Justin Ivatts

Rector

Christ Episcopal Church

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