



Director of Religious Exploration and Fellowship

Unitarian Universalist Fellowship of San Diego

Solana Beach, California

June 2024

Leadership Profile: Director of Religious Exploration and Fellowship

In the heart of sunny Solana Beach, just north of San Diego, is a [Unitarian Universalist congregation](#), where the warmth of community and the spirit of inclusivity have long been cherished. Like many religious communities, we have faced our share of challenges in the wake of the COVID-19 pandemic. As we look to the future with hope and determination, we invite you to join us on a journey of renewal and transformation as our Director of Religious Exploration and Fellowship.

Our Story is one of resilience and hope in the face of adversity, we remain steadfast in our commitment to our Unitarian Universalist values – values that celebrate diversity, embrace curiosity, and affirm the inherent worth and dignity of every individual. Under the [leadership of Reverend Ellie Kilpatrick](#), our community is committed to continue to grow its membership, including, importantly, families who want to introduce their children to liberal religious exploration.

Inspired by our Unitarian Universalist (UU) principles and values, **we are** a vibrant congregation that aspires to and promotes both locally and globally: love, spiritual growth, service, right relations, and sustainable living. We welcome all races, genders, sexualities, and spiritual backgrounds. Love and fellowship are the heart of our congregation.

We Envision Sunday activities buzzing with excitement, as children gather to learn and grow in an atmosphere of joy and curiosity. We picture a youth group that empowers young people to become agents of change in their communities, to stand up for justice and compassion. We envision a coming-of-age program that sparks meaningful exploration, fosters deep connections, and nourishes the soul. This vision drives us forward – to continue to be a vibrant, thriving community where all are welcome, all are valued, and all are inspired to live out their values in the world.

The Mission of the Religious Exploration and Fellowship Program at UUFSD is to:

- Foster a community of love, listening, acceptance, and belonging;
- Grow a religious and moral foundation for honoring and supporting life's seasons, joys, and challenges;
- Provide a knowledge of Unitarian Universalism and exploration of other religions;
- Recognize our social justice responsibility to the greater world community and our planet;
- Offer opportunities and resources for personal, spiritual, and congregational growth.

The Role: As our Religious Exploration Director, you will steward this vision. You will have the opportunity to collaborate with our dedicated volunteers, engage with our diverse congregation, and lead with creativity, compassion, and courage. You will be supported by a loving community that celebrates your gifts.

Supervision: Reports directly to the Minister.

Compensation and Hours: This is a half-time, non-exempt position (20 hours/week). Salary: \$30.00 to \$35.00 per hour *and includes prorated benefits and professional expenses.*

Desired Start Date: August 2024

How to Apply: If you are interested in our vision and excited by the opportunity to lead with purpose and passion, we want to hear from you. **Please submit a resume and cover letter outlining your qualifications, relevant experience, and vision for religious education to jobs@uufsd.org.**



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Position Summary: As the Director of Religious Exploration and Fellowship (DREF), you will play a pivotal role in shaping and implementing our religious exploration (RE) program, focusing on developing engaging and enriching experiences for children and youth – consistent with the principles of Unitarian Universalism as well as the mission, values, and purposes of UUFSD. In this role, you will work closely with our minister, religious exploration committee, and larger congregation to develop and facilitate educational opportunities for children and youth that promote spiritual growth, social justice, and community involvement. This position offers a unique opportunity to make a meaningful impact on the lives of our members and contribute to the revitalization of our congregation.

Responsibilities to Accomplish or Delegate

Recruitment, Training, and Supervision

- Recruit and train on safety, curriculum and classroom management:
 - Childcare staff for Sunday mornings and other all-ages events
 - RE volunteers (teachers and assistants) for our Sunday morning children and youth programming
 - Mentors and leaders for our “Coming of Age” and Our Whole Lives “OWL” youth programs
- Work closely with RE committee members to fulfill the goals and the annual plan of the RE program
- Support RE teachers and assistants as needed with training, supplies, scheduling and troubleshooting
- Actively cultivate relationships with visitors and prospective members with children/youth

Programming

- Design and implement the “Time for All Ages” and other multi-generational aspects of Sunday services in coordination with the Minister and Worship Committee
- Curate/create and implement thematic weekly Child and Youth (K-12) Programming, in coordination with the RE Committee
- Stay current with UU education initiatives through participation in training workshops, cluster networking, and relevant conferences
- Organize all-ages fellowshiping events in coordination with the Minister and RE Committee as needed

Communication

- Meet and greet children, youth, and their families; welcome and orient visitors and new members with RE orientation materials.
- Publicize the RE program by submitting RE Program information to UUFSD's newsletters, e-bulletins, UUFSD digital media, and broader North County San Diego community publications
- Attend ongoing RE Committee meetings, staff meetings, and other relevant meetings as needed.
- Submit monthly reports to the Board of Directors
- Write an Annual Report for your program areas prior to each Annual Meeting
- Be familiar with our contract with Sandy Hill Preschool and maintain a friendly relationship with Sandy Hill personnel, coordinating communication through the Office Administrator, our designated liaison with Sandy Hill

Administration

- Ensure and be responsible for documentation that Safe Congregation procedures, as specified in UUFSD P&P 520 Child and Youth Protection Document, is in place and being followed
- Ensure the maintenance of registration, attendance records and files of completed activities and programs
- Ensure that materials and equipment are available for Sunday sessions
- Ensure that supply purchase receipts are properly submitted for reimbursement



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- Assist RE Committee and Minister to prepare an annual budget and track expenses
 - Be on-site on Sunday mornings to connect with the congregation, supervise programs, and serve as the Person-in-charge and a Mandated Reporter of record (Off duty one Sunday per month)

Desired Qualifications and Experience

- A commitment to and enthusiasm for liberal religious education and UU principles and values
- Bachelor's degree or lived experience in religious education, youth ministry or community outreach, or in a related field (such as education, social work, religious studies), or equivalent. *Master's degree, UURE credentialing, Seminary, or applicable experience is valued*
- Strong leadership skills. Demonstrated ability to engage others with a sense of enthusiasm, optimism, possibility, and appreciation
- Strong interpersonal relational skills. Demonstrated ability to build, grow and cultivate relationships with and between children, youth and adults
- Strong communication skills. Ability to clearly communicate both orally and in writing, with clear and compelling calls to action
- Ability to develop, plan and execute instructional curriculum with an appropriate scope and sequence for children and youth
- Familiarity with effective, research-based educational practices to serve various styles of learning amongst all age groups
- An articulated philosophy of education
- Knowledge of congregational life or community dynamics
- An open mind, a desire to learn, and the ability to be trained
- Strong computer skills, especially with Google Apps and/or Microsoft Office
- Ability to use multiple modes of education (online, in-person, mixed)
- Social Media expertise is a plus

APPROVED by Board of Directors June 2024

This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the position. Duties, responsibilities, and activities may change, or new ones may be assigned.

The Unitarian Universalist Fellowship of San Dieguito is an Equal Opportunity employer and provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

*No relocation assistance is offered for this position; candidates not residing in San Diego County, CA will be responsible for relocation at their own expense. Eligible candidates will be able to provide proof of eligibility to work in the United States without support; sponsorship is not available. **Selected candidates will be required to successfully complete a full background check prior to starting work.***

To learn more about our congregation, please visit UUFSD.org