



## Youth and Adult Faith Engagement Coordinator

### The Organization

Come be a part of the rich history that we enjoy at UUCSR! Not only will you work in a beautiful environment surrounded by 100 picturesque acres on the North Shore of Long Island but you will help support a Congregation, established in 1941, with a mission of strong principles and purpose. We are committed to "Human. Kind." We encourage you to join our team of creative, collaborative and diligent employees and help UUCSR continue to achieve our strong commitment to excellence.

### The Position:

The Unitarian Universalist Congregation at Shelter Rock, a large congregation in suburban Long Island, NY, seeks a full-time Youth and Adult Faith Engagement Coordinator. The Youth and Adult Faith Engagement Coordinator supports our program for youth (high school) and adults to nurture UU identity and spiritual growth. This position works in collaboration with the Minister of Lifespan Religious Education, Religious Education Coordinator, Religious Education Assistant and Children's Music Specialist.

The candidate should be reliable, energetic, flexible, and able to work independently. Work from home days are available during the week but Sunday hours are required.

- UUA Fair Compensation
- Health Insurance
- Retirement Contribution
- Professional Expenses

### Requirements:

- College-degree or equivalent in Religious Education, Education, related field
- Work Experience with adult learning and youth work
- Experience in program development and implementation
- Ability to work a flexible schedule to include both days, nights, and weekends (regular Sunday hours required)
- Ability to work collaboratively in a team
- Good interpersonal and writing skills
- UUA RE Credentialing or willingness to enter this program

### Why you should apply:

- Competitive salary
- Outstanding health benefits (medical and dental) with a generous employer premium contribution
- Generous time off policies
- Excellent employer contributed retirement plan
- Work for an organization that supports causes such as; women's rights, social justice and the rights of the under-served population
- Office location in Manhasset, NY is close to trains and highways

How do you apply: Send resumes and salary requirements to [HR@uucsr.org](mailto:HR@uucsr.org)

### Equal Employment Opportunity

DEVELOPMENTAL MINISTER: Rev. Jaye Brooks  
MINISTER OF LIFESPAN RELIGIOUS EDUCATION: Rev. Dr. Natalie M. Fenimore  
CONGREGATION OPERATIONS ADMINISTRATOR: Adam Barshak  
VEATCH EXECUTIVE DIRECTOR: Joan Minieri  
MINISTERS EMERITI: Dr. Barry M. Andrews, Rev. Jennifer L. Brower, Dr. Paul S. Johnson

<b>Title</b>	Youth and Adult Faith Engagement Coordinator	<b>Classification</b>	Exempt
<b>Reports To</b>	Minister of Lifespan Religious Education	<b>Weekly Work Hours:</b> 35	Date: 7/12/21

**Summary:** This professional position is part of the UUCSR Lifespan Religious Education Team and primarily supports faith engagement/congregational engagement of youth, young adults and adults. This position works in collaboration with the Lifespan Religious Education Minister, Lifespan RE Coordinator, and RE Program Assistant. Responsibility for some tasks are shared.

#### **Position Responsibilities**

<b>Faith Engagement Support</b>	<ul style="list-style-type: none"> <li>• Sunday morning support for Senior Seminar youth and volunteers (Youth Group)</li> <li>• Develop, coordinate, support and articulate a program plan for youth ministry</li> <li>• Maintain contact list for Young Adults and program plan for young adult ministry</li> <li>• Coordinate delivery of "Mind the Gap" packages and other outreach to college students and Young Adults</li> <li>• With LRE Minister and Lifespan RE Coordinator coordinate and lead programming for adult faith engagement</li> <li>• Collaborate with UUCSR Congregational Life program coordinators to develop vital programs, events and activities (Caring, Membership, RE, Social Justice, Worship Coordinators)</li> <li>• Develop (with LRE Minister and LRE Coordinator) programs for youth, adults and families in RE Program</li> <li>• Link younger and older adults in multigenerational programs</li> <li>• Maintain professional development and knowledge of UU youth, Young Adult and Adult Faith Formation</li> <li>• Keeps records of those participating in programs</li> <li>• Assists in recruitment, training, support of UUCSR members who are program leaders</li> <li>• Survey UUCSR youth and adults about program needs</li> <li>• Communicates with UUCSR members about programs</li> <li>• Maintains awareness of community resources</li> <li>• Works as part of the LRE staff team</li> <li>• Work week, Sunday and evening hours as needed</li> </ul>
<b>Committee Support</b>	<ul style="list-style-type: none"> <li>• Religious Education Committee</li> <li>• RE – Adult Faith Formation sub-committee</li> </ul>
<b>Member Engagement</b>	<ul style="list-style-type: none"> <li>• Supports/trains Senior Seminar (Youth) Advisors</li> <li>• Supports members engaging in Adult Faith Engagement Programs</li> </ul>

**DEVELOPMENTAL MINISTER:** Rev. Jaye Brooks

**MINISTER FOR PASTORAL CARE:** Rev. Jennifer L. Brower

**LEAD MINISTER AND MINISTER OF LIFESPAN RELIGIOUS EDUCATION:** Rev. Dr. Natalie M. Fenimore

**CONGREGATION OPERATIONS ADMINISTRATOR:** Adam Barshak

**VEATCH EXECUTIVE DIRECTOR:** Joan Minieri

**MINISTERS EMERITI:** Dr. Barry M. Andrews, Dr. Paul S. Johnson

**48 SHELTER ROCK ROAD, MANHASSET, NY 11030**

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<b>Qualifications &amp; Requirements</b>	
<b>Education</b>	<ul style="list-style-type: none"> <li>• College-degree or equivalent in Religious Education, Education, related field</li> <li>• Familiarity with Unitarian Universalism as asset</li> <li>• Life experience, trainings and workshops may meet this requirement</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>• Work Experience in religious institution</li> <li>• Work experience with adult learning</li> <li>• Work experience in youth work</li> <li>• Work experience in education, religious education</li> <li>• Experience in program development and implementation</li> </ul>
<b>Physical Requirements</b>	<ul style="list-style-type: none"> <li>• Able to sit at a desk for extended periods of time</li> <li>• Some lifting under 20 lbs. may occur</li> </ul>
<b>Driver's License</b>	<ul style="list-style-type: none"> <li>• Highly recommended</li> </ul>
<b>Work Schedule</b>	<ul style="list-style-type: none"> <li>• Ability to work a flexible schedule to include both days, nights, and weekends</li> <li>• Regular Sunday hours required</li> </ul>
<b>Professional Skills</b>	<ul style="list-style-type: none"> <li>• Good interpersonal skills</li> <li>• Good writing skills</li> <li>• Ability to work collaboratively in a team</li> <li>• UUA RE Credentialing or willingness to enter this program</li> </ul>
<b>Technology and other equipment</b>	<ul style="list-style-type: none"> <li>• Basic Computer skills and willingness to upgrade as needed</li> <li>• Zoom meeting management</li> </ul>