

First Unitarian Church of Alton

110 East 3rd Street, Alton, IL 62002

Office: (618-462-2462)

Position: Religious Education (RE) Council Chair
Reports to: Minister
Hours required: 5-10 hours per month; workload increase in August, September, April, and May; commitment of one year; term limit of 4 years

General description:

The RE Council Chair is responsible for the support, monitoring, and leadership of the Religious Education Council. In addition, the RE Council works with the Minister to ensure that the church offers a meaningful religious education program for all ages.

Responsibilities:

- Convene and create an agenda for the regular meeting of the RE Council.
- Work with current Council and Minister to fill openings on the RE Council.
- Delegate religious education program tasks to the appropriate portfolios.
- Support RE Council members in achieving their program goals and objectives.
- Keep congregation informed of RE program plans and updates.
 - Includes writing an article for the Monthly Newsletter.
 - Sending information directly to participants in the RE program, as needed.
- Inform the Minister of any programmatic or safety concerns with members, participants, and or families of the RE program.
- Offer annual RE Teacher Training.
- As time permits, participate in continuing education and/or information sessions related to UU religious education.
- Other duties as assigned.

Skills:

- Ability to communicate effectively in written, verbal, and online formats.
- Three years' experience working as a volunteering in the RE Program (in this or another UU congregation).
- Ability to delegate responsibility.
- Detail oriented.