



IMMANUEL

PRESBYTERIAN CHURCH

transforming tradition

Immanuel Presbyterian Church is a healthy, growing, and inclusive community of faith.

Located on Milwaukee's historic Lower East Side,

Immanuel is a downtown church, gathering over 500 members from throughout the metropolitan area.

A congregation of the Presbyterian Church (USA),

Immanuel values local, national and international relationships;

serving with mission partners like the Interchange Food Pantry, Interfaith Conference of Greater Milwaukee, Presbyterian Disaster Assistance, and Living Waters for the World (Cuba).

Foundational to life together, the congregation gathers on Sunday mornings at 10:00 for traditional and creative worship that engages both the joys and challenges of contemporary life.

Christian education is emphasized for people of all ages.

Immanuel is a place where all are called to belong, learn, grow, and serve together.

The congregation and leaders are in the midst of a congregational assessment process to develop a new staffing model for continued congregational health and vitality.

Interim for Christian Education and Congregational Life; ordained or non-ordained Available: June 15, 2019

This full-time position will be responsible for planning, organizing and implementing all aspects of Immanuel's vibrant Christian Education Ministry for children and youth and for providing leadership for multiple programs and events that enhance Congregational Life. On an as-needed basis, this role may also participate in Adult Education, Worship Leadership and Pastoral Care.

Christian Education for Children and Youth - Provide leadership for the Christian Education Committee and oversee all aspects of education for youth from pre-school through high school. Specific responsibilities include:

Select and/or develop curriculum for Sunday School program

Recruit, train, orient and provide support for volunteer/member Sunday School Teachers

Manage all aspects of Vacation Bible School including curriculum development, recruitment of volunteers and scheduling

Coordinate Confirmation Program for high-school aged students; usually offered bi-annually

Oversee opportunities for youth to be involved in mission and service including programs such as UNICEF, Souper Bowl of Caring, One Great Hour of Sharing and Larry Under the Bridge (homeless ministry)

Work with staff and parents on planning, organizing and participating in youth mission trips

Provide direction for youth involvement in special events such as Advent Workshop, Upper Room Meal, Creation Sunday, and Pentecost Party

Assist Youth Choir leader with youth music program

Oversee hiring and scheduling of Sunday nursery workers

Interact regularly with parents to provide education and information about programs for children and youth and obtain feedback on needs

Program Leadership – Oversee Parish Life Council to continue to build an inclusive community through the arts and congregational events and celebrations. Specific responsibilities include:

Recruit Parish Life Council members, plan and conduct meetings and manage budget

Plan and coordinate annual special events that include: Ice Cream Social, member and family Thanksgiving Day Dinner (held at Church), Holiday Buffet, “Shrove Sunday” Pancake Brunch, and July 3 Fireworks Picnic

Plan and coordinate special fine arts outings and events such as plays, musical performances and museum and community tours

Plan annual Lenten Soup Supper program including recruiting volunteers, communication to congregation, set up and managing budget

Coordinate Coffee Hour program and work with administrative staff on schedule development

Minimum Requirements:

Bachelor’s Degree

Minister, Christian Educator or Ruling Elder

Demonstrated ability to plan, organize and lead others in the successful execution of events

Strong project management, time management and organizational skills

Excellent written and verbal communication skills

Outstanding relationship building skills with demonstrated ability to listen, be empathetic and interact with people at all levels

Effective team-player with ability to contribute positively to a collegial environment

Preferred Requirements:

M.Div. or Master’s Degree in related field

Specialized education, training or experience in Christian and/or youth education

Ordination in Presbyterian Church (USA)

Annual salary range: \$50,000 -- \$65,000

Minimum presbytery salary and benefit requirements will be met for a Minister of Word and Sacrament or Certified Christian Educator.