

## Job Description: Youth Program Leader

### Central Philadelphia Monthly Meeting Youth Religious Education Committee

The Youth Religious Education Committee of CPMM seeks to contract with a Quaker to serve as the Youth Program Leader for our meeting. S/he/they will prepare and teach a First Day School curriculum to youth ages 5 to 12., using Quaker values as the foundation. S/he/they will create a safe and engaging environment that will nurture children's spiritual lives, allow them to experience community, and encourage them to keep coming back to meeting.

#### Qualities Sought:

1. A love and respect for young people including those with diverse needs.
2. A presence that children are drawn to.
3. An ability to easily connect social issues to Quakerism.
4. Experience in creating and delivering educational programming for young people ages 5 to 12
5. Ability to work with volunteers, including YREC committee members, parents and others.

#### Responsibilities

1. Create curriculum for elementary aged children.
2. Attend monthly YREC committee meetings (time to be determined). Inform committee members of FDS participation, and bring suggestions about additional ways CPMM may support parents and youth.
3. Prepare and lead programs for children from 11a.m. to 12 p.m. twice a month.
4. Arrive at Meeting by 10:45 on program days.
5. Support youth in transitioning into worship (whether by slowing down, grounding bodies, breathing slowly, or music) and wait until no one is speaking to enter worship.
6. Inform families of youth opportunities available through PYM, and be available as needed to other committees as they think about youth.
7. Other duties as needed (such as organizing supplies).

This is an employee position. A letter of employment will be given at the beginning of the fiscal year (July 1) or at the beginning of your employment describing your supervisor and rate of pay.

#### Time and hours:

We estimate that the youth program leader (YPL) will work approximately 10 hours per month. The YPL will let the clerk of YREC and the Meeting administrative assistant know their hours at the end of each month. Payment will be via direct deposit. The Youth Program leader will report to the clerk of YREC. Either party can terminate at any time with due notice appreciated.

Applicants for this position must be 18 years of age or older, and must complete a child abuse clearance check before being hired.

Please send cover letters and resumes to: [office@cpmm.org](mailto:office@cpmm.org) or mail to: YREC (Youth Religious Ed. Committee) of CPMM, 1501 Cherry Street, Philadelphia PA 19102.

