

First Congregational Church, United Church of Christ  
38 South Winooski Avenue  
Burlington, Vermont 05401  
www.firstchurchburlington.org



## **Job Description for Director of Creative Ministries**

September 2019

**Position Title:** Director of Creative Ministries

**Reports to:** Lead Minister

**Status:** Full-time salaried with benefits

**Location:** First Congregational Church of Burlington, Vermont - United Church of Christ

**Fair Labor and Standards Act (FLSA):** Exempt

**Apply:** Please send cover letter and resume by email to: office@firstchurchburlington.org; or by mail it to: Search Committee, First Congregational Church Burlington, 38 South Winooski Avenue, Burlington VT 05401

The Director of Creative Ministries is a role intended to bring life to the creative vision of the First Congregational Church UCC in Burlington, Vermont. They will be passionate about creative and transformational ministries, working with the Lead Minister, church staff, and congregation to steward this progressive faith community into its next manifestation. In partnership with member-driven teams, this position will focus on three main areas of creation- cultivating and encouraging authentic community through intentional relationship building; designing and activating engaging faith experiences for congregants and the Burlington community; and developing and maintaining beautiful environments and physical spaces.

### *Responsibilities of the Role*

- Work with the Lead Minister to implement creative strategies around the church's vision for the future
- Design, create, and maintain beautiful spaces that encourage a sense of joy, community, and faith both inside and outside the church building
- Develop and implement creative experiences for faith formation, worship, and service that offer congregants and community members different pathways to explore and experience faith
- Intentionally build relationships throughout the community to create a sense of inclusive, welcome and belonging

### COMMUNITY

- **Connections + Welcome:** Work with the Connections team to foster a sense of welcome and belonging during worship each Sunday. Ensure people are greeted and followed-up with and help new members plug in to the life of the church.
- **Team and Capacity building:** Work with church staff and lay leadership to recruit new Team members and build leadership capacity among team members.
- **Relationships:** Develop rich relationships with the congregation and community members and encourage them to do so with one another.

### EXPERIENCE

- **Worship:** Work with the Lead Minister, the Director of Faith Formation, and Music Director to cultivate new, creative worship experiences that offer people a variety of pathways to experience God and the Christ
- **Faith Formation:** Work with the Director of Faith Formation to develop special programming for families and youth that are particularly innovative + creative

- **Special Events:** Work with the Lead Minister and other church leaders to evolve and develop special events in creative ways that are relevant to the current needs and resources of our community

## ENVIRONMENT

- **Art + Creativity:** Work with the Lead Minister and the Faith Formation team to imbue the currently institutional + traditional structure with artistic, creative elements inspired by the congregants, the community, and the Creator.
- **Identity and Welcome:** Work with the Lead Minister, the Building and Grounds team, and the Connections team to develop spaces and signage that offers a visual identity which aligns with the mission and vision of the congregation and invites people to join.
- **Functionality:** Work with the Buildings and Grounds team to update the church property in ways that function better for its current and future role in the community, as well as the needs of current and prospective members

### *You are...*

- Passionate about faith and the future of the progressive church
- Knowledgeable about theology and how Biblical + spiritual themes manifest in the world today
- Highly relational + people-oriented
- Generally creative with a keen sense for how spaces/environments influence experiences
- Value multi-generational community and have experience working with children, youth, families, and elders
- Experienced in creating meaningful events, performances, or activations
- An entrepreneurial self-starter and willing to take initiative
- Self-motivated and high-energy
- Value working within a team
- A Type-A Creative who values the artistic process *and* gets things done
- A servant-leader

### *We are...*

- Proudly progressive, intellectual, and social-justice oriented
- Open and affirming
- An aging church with a dynamic new Lead Minister and a small, but mighty core of young families
- In the midst of organizational transformation
- Located in the center of downtown Burlington, Vermont
- Historic and value tradition
- Looking with hope to the future
- Home to JUMP (Joint Urban Ministries Project), The Possibility Shop, the Vermont Ibutwa Initiative
- Host to Spectrum, Lumunos, AA/AI Anon, New Alpha Missionary Baptist Church, Justice for All Vermont, Small Potatoes (among others)
- Supporter of Dismas House, Meals on Wheels, Small Potatoes, Committee On Temporary Shelter, King Street, Howard Center, the Ronald McDonald House, and other local organizations

### *Requirements:*

- BA in a related field
- Theological experience preferred; seminary not required
- A member of a UCC church or similar congregation

### ***Short Description:***

First Congregational Church UCC of Burlington VT, is seeking a creative self-starter to bring to life a progressive church's vision of faith, community, and service that is relevant for today. Passion for relationship-building, creativity, and faith in action, is needed to transform our congregation and our ministries.