Prairie Circle Unitarian Universalist Congregation

RE Committee Chair

Job Description

* Consider the interests and needs of all children and youth of the congregation
* Become familiar with the religious education materials available from the Unitarian Universalist Association
* Work closely with the RE Coordinator to:
	+ Design a program for the year—and even considering a several-year sequence, in rotation—that is well balanced and adapted to the needs and interests of various segments of the congregation (children, parents, youth, and so on) and that also uses available resources
	+ Arrange for necessary equipment and supplies for each coming schoolyear
	+ Evaluate the program in a way that includes feedback from participants and leaders
	+ Assess the interests and skills available among members within the congregation that can be used in program development, program leadership, and promotion of the program
* Engage with visiting families who may have children of RE and Nursery age
* Locate leadership for various aspects of the program and provide orientation, training, and support for this leadership
* Coordinate a program schedule that considers other congregational events and programs
* Collaborate with and support Nursery staff
* Hold regular meetings to uphold the functions of the RE Committee, including create the agenda, set the meeting location, date, and time
* Develop a budget to allocate the financial resources of the RE Committee
* Inform the congregation about upcoming RE events.