

## **UUCWI CRE Director Role Description**

Approved by Board of Trustees on March 14, 2005

**Purpose of Position:** To provide a values-based religious education program to children of the congregation's members and friends.

**Nature of Position:** This is a paid standing position.

### **Key Responsibilities:**

- Propose, plan, and prepare curricula for the UUCWI CRE program, obtaining approval by the CRE committee.
- Prepare the CRE budget annually and as needed in cooperation with the CRE Committee.
- Recruit, train as required, and supervise CRE teachers.
- Perform background checks on prospective CRE teachers as agreed with CRE Committee.
- Attend CRE committee meetings as an ex officio member.
- Ensure that CRE program is advertised appropriately.
- Ensure that CRE class attendance records are kept.
- Enforce the UUCWI CRE Safety Policy vigilantly.
- Teach a CRE class (see separate CRE Teacher role description).

### **Knowledge & Skills Required:**

- The CRE Director will undergo a background check as required by the CRE Safety Policy.
- Experience and training in education of children is required.
- Understanding of and agreement with Unitarian Universalist principles is required.

**Selected by:** CRE Committee

**Supervised by:** CRE Committee Chair

**Current Staffing:** Siri Sobottka