

Washington United Church of Christ
2950 Sidney Ave., Cincinnati, OH 45225
513-541-7757

Available position: **Outreach Programs Director**

Part time: This is flexible and TBD. 20 hours per week. Onsite hours are 10 a.m. to 1 p.m. Monday-Thursday. Remaining hours flexible.

Salary: \$20,000, free housing available

Washington United Church of Christ

Washington UCC is a mission outreach church located in Camp Washington, a low-income neighborhood of Cincinnati. Within this neighborhood:

- More than a third of the families have incomes below the poverty level.
- More than a fourth of families live on annual incomes of less than \$10,000.
- Fewer than half of the residents have graduated from high school.

Washington UCC has responded to the needs of the neighborhood by establishing these outreach ministries:

- Camp Cupboard and Pantry, a free store where people can “shop” for food, clothes, household items and furniture. Open Tuesday and Thursday 12-2:45 p.m.
- Community lunch Monday-Thursday, prepared in church kitchen, offered carryout to all who come. Average 60 meals per day.
- Homework Club, a 90-minute Monday-Wednesday after-school tutoring program that matches students age 5 to 12 one-on-one with volunteer tutors.
- Back to School, Thanksgiving and Christmas events. We collect and distribute school supplies, food, new clothes and toys, blankets and other gifts for residents of Camp Washington and surrounding neighborhoods.
- Summer Youth Program, a free 8-week, Monday-Thursday program for children that includes breakfast, lunch, worship, Christian education, stories, art, songs, games, recreation, loving relationships, and field trips.
- Mission Groups, where we host groups of young people and adults from suburban and rural churches outside Cincinnati, in conjunction with Summer Youth Program. During the week spent at Washington UCC, the participants serve as ‘buddies’ to the kids, help with meals, do fix-up, clean-up projects at the church and participate in poverty education programs.

The Outreach Ministries Associate will:

1. Work with the Pastor to recruit, train and nurture volunteers for the outreach ministries by making connections with churches, community groups, schools, and universities, and create volunteer training materials specific to each opportunity. (Variable times)
2. Assist the Church Council with fundraising and grant writing.

3. In collaboration with the Summer Camp Director, plan the summer Mission Group program by recruiting and scheduling groups and planning mission group programs and activities.
(Variable times)

4. In collaboration with the Summer Camp Staff, participate in Summer Youth Program, by being present to welcome Mission Groups (Sunday evenings).

5. Assist volunteer coordinators with the Back to School and Christmas programs.
(Variable times)

6. Attend Church Council meeting at 6:30 p.m. third Thursday of the month.

General requirements:

- High school diploma or GED
- Interpersonal and written communication skills
- Experience in fields of education, social work and/or child development preferred
- Ability to plan and operate program with minimal supervision
- Desire to work with children and adults from diverse backgrounds