



The
EPISCOPAL CHURCH *in*
CENTRAL PENNSYLVANIA

www.diocesepa.org

Canon for Children, Youth, and Families

DIOCESE OVERVIEW

The Episcopal Diocese of Central Pennsylvania is comprised of 24 counties and stretches from the Mason-Dixon Line in the south to the New York border in the north. The Diocese is led by The Right Reverend Dr. Audrey Cady Scanlan who was consecrated in 2015. Bishop Scanlan is the eleventh bishop of the Diocese of Central Pennsylvania. The Diocesan Center is located in downtown Harrisburg.

The Diocese is composed of seven convocations. Each convocation is identified by a geographical region and is comprised of 7 to 14 congregations. The list of convocations includes: the Northern Tier, West Branch, Altoona, Southern, Susquehanna, Harrisburg, and Lancaster. These convocations symbolize the diverse cultural, social, and economic aspects of the parishes within their regions. The seven separate convocations unite as one to form the Diocese of Central Pennsylvania and to carry out the mission of connecting and nurturing parishioners beyond regional boundaries. Currently, the diocese is made up of 62 parishes and one mission.

POSITION SUMMARY

Resource and Training Agent

We are seeking a Canon for Children, Youth, and Families to serve as a resource for leaders of children, youth, and family ministries and to support parish and convocational leaders and in their ministries. The Canon will create and curate a collection of formation materials and leader resources for children, youth and family ministry. This task involves knowledge of and an ongoing familiarity with current curricula, sources, persons, conferences, books, websites, trainings, etc. that can benefit local and regional expressions of faith formation with children and youth.

Building Connections and Community

The Canon will foster connections between local congregations and those across the diocese who are involved in formation of children and youth. On a majority of Sundays the Canon will visit churches across the diocese to connect with parishioners, to publicly share about the work of diocesan children, youth and family ministry, and to engage the (potential or actual) ministry leaders in the local congregation. Working with the Canon for Communications, the Canon for Children, Youth and Family Ministry will disseminate information through a variety of media, including but not limited to the diocesan website, social media, email, printed material, and

verbal/audiovisual presentations. The Canon will also convene the Diocesan Youth Advisory Team— composed of one youth and one adult from each convocation, either elected or appointed by the Assistant Convener annually.

Administrative Responsibilities

The Canon will oversee the budgeting, planning, and coordinating of any diocesan events for Children, Youth and Families; the Diocese of Central Pennsylvania's participation in the Episcopal Youth Event (EYE); and any Children, Youth or Family events with Province 3 (Province 3 is the geographic grouping of 13 dioceses in the Mid-Atlantic region.) This person will also have responsibility for and oversight of the administration of Safeguarding programs, Safe Church policies and background checks in the diocese.

The Canon will maintain accurate records of youth, parent/guardian, and volunteer information and access and update records in the diocesan database for contact information. The Canon will also oversee pertinent permissions, forms, documents, and other personal data as it relates to children, youth and family ministry participation.

Diocesan Staff Team Member

As part of the diocesan staff, the Canon will collaborate with all other diocesan staff members as a collective resource to the diocese. They will attend staff meetings as scheduled and maintain a professional and collegial presence.

The Canon will foster connections between parishes and convocations, help them to discern the shape of their ministry and equip them for their success. This position requires regular and timely communication with families, clergy, and lay leaders. While the position serves to supervise volunteers,

This position is .75 FTE (30 hours per week) and reports directly to the Bishop of Central Pennsylvania. The position offers full benefits and is open to lay and ordained persons. It requires flexible working hours, a physical presence in Harrisburg one day per week, travel within the diocese and, on occasion, travel outside the diocese.

Five years of youth work or ministry experience is preferred. Familiarity with the Episcopal Church- its worship, theology and practice- is strongly desired.

The Episcopal Diocese of Central Pennsylvania is an open and affirming workplace and an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

Please respond to Ms. Nichol Free, Executive Assistant to the Bishop and Associate for Events (nfree@diocesecpa.org) with a cover letter and resume by November 15, 2022.