Position Title

Position Title: Resource Compiler/Curator
Employer: Episcopal Diocese of Indianapolis – Indianapolis, IN
Status: Contract

Overview

The Episcopal Diocese of Indianapolis seeks a contract Youth Formation Resource Compiler/Curator who enjoys gathering, compiling, and summarizing information, particularly about youth faith formation resources. This person will work to create a comprehensive listing of at-home faith formation resources for parents of teenaged youth appropriate for an Episcopal context.

As the Diocese of Indianapolis works to implement recommendations from sociological research around faith formation in the home for families with teenaged youth, it seeks to survey and compile a listing of as many such available resources as possible, in order to fully identify resources that may be fit for purpose (especially from among mainline denominations and resources), as well as to identify gaps in available resources.

This position can be done fully remotely and has a high degree of flexibility in hours and scheduling. The Formation Resource Compiler/Curator will report to the Missioner for Formation.

Key Responsibilities

- Survey resources available for at-home faith formation for teenage youth and families and appropriate for an Episcopal context
- Compile listing of available resources to be linked on a website in a user-friendly manner
- Summarize specifics of resource implementation (to include: subjects covered, any materials and/or preparation time required, etc.)
- Identify gaps/shortcomings in currently available at-home faith formation resources and flag them for possible future resource development

Qualifications

- Attention to detail
- Comfortable using technology to locate and identify formation resources

- Ability to evaluate resources for theological alignment, developmental appropriateness, ease of use and relevance to diverse families
- Strong written communication skills and ability to summarize information clearly and consistently

Key Gifts for Success in This Role

- Familiarity with the Episcopal Church, as well as other mainline denominations
- Familiarity with different curricula and formation resources used throughout the church
- Experience in Christian formation with youth, especially in an Episcopal context

Compensation & Structure

The initial contract is for as many as 120 hours of work, to be completed within 3 months of hire, with the possibility of extending an additional 120 hours in the event that there are still more resources to be compiled once the initial hours are exhausted. The pay for this position is $30/hr.

Application Process

To apply, send a cover letter, CV/Resume, and three references to the Rev. Ian Lasch at lasch@indydio.org.