



## Job Advertisement

**Title:** UU Religious Education Teacher

**FLSA Status:** Non-Exempt

**Reports to:** Minister

**Hours:** 6.25 hrs/wk

**Takes Direction From:** Children and Youth Religious Education Committee (CYREC)

**Effective Date:** January 2026

**Work Location:** 1900 Bering Drive, Houston, TX 77057

**For More Information about us:** [www.emersonhouston.org](http://www.emersonhouston.org)

### Position Purpose

This staff member's role in the healthy and beneficial functioning of our church is to ensure that its UU Education programs are delivered to meet the needs of our children and youth.

### Proposed Schedule, Compensation and Benefits

**Hourly Rate:** \$40

**Benefits Eligibility:** Not eligible for benefits due to expected hours to be worked. *Schedule:*

**Orientation:** You will be paid for two weeks prior to assuming teaching responsibilities in the classroom for orientation, to observe the classroom, and to prepare the lessons.

**Onsite:** Sundays, from 10:30am – 12:45pm

**Note:** *You will be paid for 2.25 hours each Sunday shift regardless of the headcount, even if the count is zero. If no children come to the classroom, you will return to the worship service and will remain for the social hour after the service to interact with church members. You will come to and possibly participate in the worship service for intergenerational services.*

**Offsite:** An average of 4 hours of lesson planning, preparation and any required meetings. Most preparations can be done at home.

### Weekly Activities

- Plan, prepare, and deliver instructional activities for the assigned classroom that facilitate active learning experiences, using resources determined by the CYREC. Currently the CYREC has chosen "Soul Matters" as the base curriculum.

### [Upper Elementary January 2026 Practicing Resistance.docx](#)

- Choose activities from those assigned in the curriculum. Ad
- Gather materials from the Religious Education supply closet. Requests can be made for additional items as needed on the time schedule set by the CYREC.
- By Friday, email the lesson plan to the Emerson volunteer assistant for the upcoming Sunday.

- Maintain registration and weekly attendance records for students.
- Put away supplies after all children have left the classroom.
- Update the master supply inventory list as needed.
- Submit a work schedule for the week as requested and fill out a bi-weekly timesheet.
- Submit a 2-4 sentence notice about the upcoming Sunday's lesson each Monday by noon.
- Report progress, needs and issues to the liaison of the CYREC on a brief weekly check-in phone call and to the CYREC on a monthly video call.
- Comply with the church's Child Protection Policy.
- Contact the liaison to the CYREC as soon as possible if an unscheduled absence from the classroom is necessary to allow time for substitution.
- Ask for approval of planned time off ahead of time.

#### **Who Will Be Successful?**

- College degree is preferred, but candidates will be considered based on overall experience and education.
- Willingness to work in a largely volunteer-run environment and take direction from a liaison of a volunteer committee;
- Able to create a welcoming, inclusive environment in the classroom;
- Able to employ positive behavior management techniques to foster a supportive and cooperative environment;
- Ability to maintain registration and attendance records according to policy;
- Ability to clearly communicate with all interested parties, including CYREC, Parents and children;
- Ability to use document, presentation, filing and spreadsheet products;
- Ability to read, interpret and implement policies and procedures;
- Preference given to experience in a volunteer-run environment.
- Personal knowledge of Unitarian Universalism is strongly preferred;
- Ability and willingness to adopt and apply Unitarian Universalist Values in a non-hostile workplace, including inclusion, anti-oppression, anti-racism and multiculturalism.

#### **To Apply**

Send a cover letter and resume to [ChildrenandYouthReligiousEducation@emersonhouston.org](mailto:ChildrenandYouthReligiousEducation@emersonhouston.org) along with the name and contact information for two references.

Applications will be reviewed on a rolling basis until the position is filled.