

Position:
Director of Children, Youth and Family Ministry
Apostles Lutheran Church

Introductory Statement

Apostles Lutheran Church has a clear mission “To be and make disciples for Christ”. An integral part of that mission is our ministry with children, youth and families.

We are seeking a person to join Apostles’ staff as Director of Children, Youth and Family Ministries. This ministry’s mission prospers when staff/volunteers provide children (birth through high school) and their parents opportunities which introduce and grow faith in God. The Director of Children, Youth and Family Ministries will be the lead staff person to encourage growth in discipleship in children, youth and families through engagement in Sunday school, Confirmation, and a variety of other events throughout the school year and summer. All aspects of ministry with children youth, and families seek to offer a myriad of education, social, and serving activities that serve the central mission of this congregation.

Qualifications

The Director of Children, Youth and Family Ministry must have a sense of call and a passion for ministry with children, youth and their families that is grounded in an appreciation for this congregation and its mission. This person will possess experience in working with children as well as leadership experience in identifying, recruiting, and equipping other adults to share their gifts for the benefit of dynamic ministry. Strong leadership and organizational skills are imperative.

This person will be an active participant in the worship life of the congregation and possess a love for God in Christ that is shared with all.

Specific qualifications include:

- *Education beyond high school
- *Demonstrated leadership, effective communication, and organizational skills.
- *Willingness to learn and to be mentored and guided by adults with experience and skills in children’s, youth and family ministry, education and leadership.
- *A desire to be a team player who works well with adult volunteers, parents and staff.
- *Ability to reach out and enlist adults and parents as partners in ministry.
- *A personal aptitude for spiritual, emotional, social, and physical wellness.
- *An attitude of flexibility and adaptability in reaching an ever-changing population.

Description of Responsibilities

1. Have primary responsibility for planning, organizing and overseeing the education ministry of Sunday School (children/youth), Confirmation and Summer Program Offerings.
2. Be responsible for coordinating curriculum for children, youth and families which includes web-based material
3. Identify, recruit and enlist teen and adult volunteers to serve in this ministry, providing orientation, support and encouragement to them for the success of this ministry and the people serving in it.
4. Be responsible for hiring and supervising nursery personnel on Sunday morning, special worship services

and other times paid nursery staff are needed; recruit parent volunteers.

5. Work closely with the Office Administrator to ensure efficient and effective financial oversight of the ministry.
6. Organize, coordinate, and lead special events for children/youth/parents
7. Oversee communication (e-mail, website, Sunday announcements) for these ministries
8. Organize the Prayer Friend and Mentor ministry for Confirmation
9. Attend staff meetings and coordinate the Faith Cultivation Team; relate directly with the Apostles Preschool Director to coordinate ministry offerings.
10. Connect with youth where trust and communication are present
11. Provide primary leadership to oversee Child and Youth Safety Policies.
12. Attend the National Youth Gathering and other special ministry events

Work Relationships

1. Emphasize and be a part of the team spirit with the staff of Apostles Lutheran Church and recognize the importance of team work and collegiality.
2. Be a mentor, companion, resource and role model for the congregation's children, youth and their families
3. Be available as a resource and colleague for the Director, teachers and families of Apostles Preschool Ministry.
4. Work cooperatively with the Faith Cultivation Team to further the varied offerings for children, youth and families where education, relationships and serving are nurtured.

Support and Accountability

The Director of Children, Youth and Family Ministry will be supported in his/her work by all the staff and the Faith Cultivation Team while being accountable to the Pastor. They will assist you with ideas and suggestions for the purpose of advancing an effective and prospering ministry with children, youth and families which accomplishes established goals and serves the mission of this congregation.

Employment Information

The employment classification is Ministry Director with applicable benefits and salaried compensation. The position is part-time (20 hrs/week) with competitive salary (\$16/hr.) for similar positions in the ELCA.

The position requires regular office hours in addition to flexibility in hours available for work with Sunday School, Wednesday programming, and special events. Paid vacation time is provided in accordance with the Apostles Personnel Policy. Mileage reimbursement for miles driven for Children, Youth and Family Ministry events.

Candidates

Interested candidates can email their resume to Pastor Jim Page (jim@apostleslutheran.net) or contact him via the office phone at 813.689.2571. Thank you!