

# Director of Youth and Family Ministries

## **Job Description:**

In keeping with the mission statement of Village Lutheran Church (VLC), “To know, Live and Share the Love of Christ” the Director of Youth and Family Ministries works to nurture the spiritual growth of children, youth and families through the planning, development, and implementation of Christian education programs at the Village Lutheran church.

## **Mission statement:**

The mission of the Director of Youth and Family Ministries is to nurture the spiritual growth of children, youth and families (effective and faithful communication of Christian Education through the Word of God for the spiritual growth of His people). This is done through collaboration with volunteers and staff through faithful planning and implementation of programs for spiritual growth and active attendance.

## **Date:**

Effective Immediately

## **Qualifications:**

- Bachelor’s Degree in Religious Education or Ministry or other relevant degree.
- Practicing Christian with a call and passion for helping all ages grow in faith through Christian Education.
- Proven creativity, organizational skills, and ability to work with lay volunteers and staff develop and implement new programs and activities
- A collaborator, able to inspire ministry staff and volunteers

## **Responsibilities:**

The responsibilities of the Director of Youth and Family Ministries shall include but are not limited to:

- A. General and Administrative
  1. Develop and implement Christian education growth objectives in conjunction with the pastor and VLC Christian Education Task Force to support the Clarity Plan (strategic plan) of the church.
  2. Recruit and train church member volunteers with the task of shared teaching and leading Christian education.
  3. Prepare budget and monitor expenses for all Christian education programs and activities.
  4. Create and implement annual calendar of activities with VLC and Chapel School ministry team.
- B. Children’s Ministry
  1. Identify and invite church members to volunteer in the Sunday school program and infant/toddler care room on Sunday mornings.
  2. Coordinate Sunday School staff orientation, training, support and recognition.
  3. Coordinate volunteers for current annual children’s activities (such as VBS, Trunk or

Treat, Easter Egg Hunt, Sunday School Christmas Pageant) and expand children's opportunities and engagement.

4. Lead and/or coordinate Sunday morning Children's messages

C. Youth Ministry

1. Coordinate and implement spiritual, service, and social growth programs for our 3rd-12th grade youth.
2. Conduct weekly bible study groups for 3rd-6th grade youth (Voyagers) and 9th-12th graders (Crusaders)
3. Coordinate and teach within the Confirmation program with the Senior Pastor for the 7th-8th grade youth (Lifers) and the First Communion preparation classes (5th + grades)
4. Facilitate Youth involvement in worship services and other opportunities for music and drama
5. Create and implement social activities throughout the year
6. Create outreach and service opportunities for youth and their families.
7. Facilitate regular communication with parents, volunteers and youth.
8. Maintain connection and encourage congregation wide support of post-high school youth particularly during the college years.

D. Family Ministry

1. Plan and implement innovative programs and special presentations to support and encourage the spiritual growth and development of the whole family.
2. Design creative programs toward community outreach and engagement.
3. Work with The Chapel School administration and faculty and staff to plan and support cooperative learning and service opportunities.

Committee Assignments and Meetings

1. Christian Education Task Force
2. Monthly VLC Trustee meetings
3. Ministry Staff meetings

**Salary:**

Commensurate with experience; Exempt employee

**Expected Hours:**

This is a full-time position (40 hours per week) with flexible hours during weekdays. It includes regular Sunday responsibilities, 1-2 evenings per week and occasional Saturdays. Regular days off will be coordinated around schedule.

Updated March 23, 2022