



Director of Children, Youth & Family Ministry

Job Description

Job Summary: Cross of Glory leadership has identified Children, Youth and Family Ministry as a critical ministry. We are in a time of redevelopment with growing numbers of children and youth, especially among families of color. Some programs are flourishing with strong lay and staff leadership while others need rethinking and redevelopment. Our goal is to build a sustainable CYF ministry and a church culture that will embrace diverse families with children from infant to young adult. The Director will be a healthy leader who will work with staff and lay leaders to build healthy systems and create an environment that fosters authentic discipleship.

Essential Responsibilities

Children (Birth-Grade 5)

- Work closely with the Education Team and the All Peoples Community children's ministry to develop and implement key programs including Sunday School and our Saturday night children's program.
- Recruit, train and support volunteer leaders, teachers and helpers.
- Support the Vacation Bible School team. Assist them with recruiting, equipping and supporting leaders, teachers and helpers.
- Redevelop a relationship with a bible camp. Secure camp dates, promote camp participation, coordinate and submit registrations, attend camp (where appropriate) and recruit adult chaperones as needed.

Junior High (Grades 6-8)

- Work with the Youth Ministry Team to maintain and grow our Jr High Youth Ministry program including confirmation and various youth activities
- Work with pastor and existing leaders to continue building our confirmation program.
- Coordinate and lead monthly service events and Wildfire events. (Wildfire is a confirmation collaboration of several area ELCA congregations that gathers monthly for learning, service and fellowship.)
- Recruit, train and support volunteer leaders for this ministry.
- Develop camp opportunities for this age group (see above).

High School (Grades 9-12)

- Work with the Youth Ministry Team to develop, implement and lead a High School Youth Ministry program including service opportunities, retreats, mission trips, and the National Youth Gathering.
- Recruit, train and support volunteer leaders for this ministry.
- Develop camp opportunities for this age group (see above).

CYF inclusive

- Be intentional about building relationships with parents of children and youth
- Create opportunities for lay leadership by recruiting, equipping and supporting parents, mentors and other adults to participate in this ministry.

- Conduct background checks and keep records secure and updated for all children, confirmation and youth ministry volunteers.
- Regular attendance in weekly staff meetings, Children’s Ministry and Youth Ministry Team meetings, and other meetings as needed.
- Provide clear and regular communication with church staff, parents, youth and council/congregation through the weekly worship bulletin, monthly newsletter, and congregation website.
- Network with other children, youth and family workers in the community
- Other duties as assigned by the pastor

The ideal candidate will demonstrate the following:

- A vibrant faith, knowledge of the Bible and a strong public discipleship.
- A passion for working with diverse cultures and urban neighborhoods
- Understanding of the Lutheran theological tradition.
- A passion for and ability to work effectively with children, youth and their families.
- Demonstrated ability to work effectively, positively and cooperatively as a member of our staff.
- Demonstrated ability to teach effectively with small and large groups. Must be comfortable presenting in a large group (20-50) and work effectively with small groups (3-8).
- Excellent leadership skills with the ability to work both independently and as part of a team.
- Demonstrated ability to interact enthusiastically, graciously, and responsibly with people of all ages.
- Demonstrated ability to creatively develop and lead programs and/or large group events.
- Teachable, with a desire to grow in faith and skills
- Working knowledge of child development and current youth culture
- Demonstrated organizational/administrative skills.
- Willingness to be a giving and communing member of the congregation.
- Strong verbal and written communication skills
- Ability to utilize technology relevant to this position, e.g. personal computer (email, word processing, Power Point, membership data base, internet, etc.) digital projector, social networking etc.

Education/Certification Requirements:

- 4-5 years’ experience in CYF ministry with experience in leadership.
- BA degree; related field preferred.
- Demonstrated ability to work with all cultures (religious, cultural and ethnic).

Working conditions:

The Children and Youth Ministry Director position requires flexible hours, including evenings and weekends. The position is part time and salaried based upon twenty (20) hours per week. The actual number of hours required during any given week are those needed to fulfill the responsibilities of the position. It is recognized that the schedule may vary at different times of the year.

Accountability and Supervision

The Director of Children and Youth Ministries will be accountable to the congregation and its mission under the supervision and direction of the Pastor.