

CALVARY LUTHERAN CHURCH

(www.clcwc.org)

POSITION DESCRIPTION

- TITLE:** Director of Family and Youth Ministry
- REPORTS TO:** Senior Pastor
- DIRECT REPORTS:** Director of Christian Education for Children and Youth
- LIAISON COMMITTEE:** Family and Youth Ministry Team
- BUDGETED HOURS:** Full-time (exempt)

POSITION SUMMARY:

The Director of Family and Youth Ministry will work with Calvary's entire church community and will be responsible to grow, equip, develop and lead a comprehensive Family and Youth Ministry program. The Director will provide leadership, direction and supervision in the areas of Family and Youth Ministry and Christian Education for Children and Youth to cultivate a Family of God who is inspired to grow, play, discover and serve together. In addition, the Director will maintain an active presence to build relationships with children, youth and their families to encourage participation in worship and the life of the congregation.

SPECIFIC RESPONSIBILITIES OF THIS POSITION:

1. Provide leadership for the senior high and middle school youth ministries, including providing support to the Confirmation ministry.
2. Supervise and partner with the Director of Christian Education for Children and Youth.
3. Work with the Family and Youth Ministry Team to support and expand all children's and youth ministries.
4. Work with the Family and Youth Ministry Team and other staff to develop Family ministry programs.
5. Attract, recruit, organize and equip volunteers to lead and support events and ministries.
6. Intentionally work to develop and utilize youth leadership.
7. Assist in identifying and then supervising Associate Director of Family and Youth Ministry (position planned to be added July 1, 2011).
8. Help Calvary give witness to its partnership in the Gospel with synodical and national expressions of the Lutheran church and ecumenical ministries.
9. In conjunction with the Family & Youth ministry team, develop and manage all budgets for related ministries.
10. Attend weekly staff meetings and other meetings pertinent to Family and Youth ministries.
11. Provide information regarding Calvary's Family and Youth Ministry opportunities to internal and external audiences using a variety of technologies and communication methods (phone, mail, e-mail, IM, Calvary Web site, social networks etc.).

12. Perform or delegate administrative responsibilities for Family and Youth programs.
13. Work with Director of Christian Education for Children & Youth to identify leaders/teachers for Youth Forum (Sunday School).
14. Work with Fellowship Ministry Team to envision, organize, and lead intergenerational ministry events and fellowship opportunities, in support of Calvary's Family of God vision that embraces the congregational family of all ages.

QUALIFICATIONS:

1. A strong Christian faith and desire to share that faith with others.
2. Demonstrated ability to establish strong rapport with youth.
3. Strong leadership, communication and organizational skills.
4. Experience in program development, recruitment and equipping of other leaders.
5. Bachelor's degree in Family and Youth Ministries, or equivalent education and experience.
6. Ability to communicate Biblical materials and church doctrine consistent with the faith and practice of the ELCA.
7. Ability to work evenings and weekends when appropriate for program needs as well as attend retreats and mission trips.
8. Experience and passion for doing and involving others in mission-driven community service and outreach activities.