

Job purpose

The Director of Youth and Family Ministry coordinates and nurtures faith formation for children and youth, ages 3 years-12th grade, and their families, by planning and coordinating weekly programs and special events. The Director oversees these areas in order to create a holistic approach to faith formation.

Duties and responsibilities

General Responsibilities:

- Work closely with the Senior Pastor to plan and lead the Youth Ministry and with the Deacon of Ministry to plan and lead the Family Ministry; works with the Congregation Council (specifically Education and Youth Commissioners), other staff and laypersons to develop the faith of youth and families.
- Form meaningful relationships with youth and families in the congregation and larger community
- Recruit and train leaders and volunteers for programming and events
- Effectively communicate with the youth and families about ongoing ministries, activities and events, using multiple forms of communication
- Effectively communicate with the congregation about activities and events of the Youth and Family Ministry, when appropriate
- Encourage participation in the life and programs of St. Paul Lutheran Church. Model faithful participation in worship and serve as an example of a devoted follower of Christ
- Attend staff meetings (as required) and occasional staff retreats; manage budgets; work with the Senior Pastor to set goals that are in line with St. Paul's vision
- Submit monthly Council Reports and an Annual Congregational Report
- Seek opportunities for spiritual and professional growth

Specific Duties:

- Facilitate, implement and schedule faith education opportunities, including curriculum selection for:
 - Vacation Bible School (in collaboration with Deacon of Ministry)
 - Sunday morning education opportunities for elementary/middle/high school youth
 - Confirmation (in collaboration with Senior Pastor)
- Develop, plan and implement faith formation activities for families (e.g., Family Camp, service opportunities and attend Wednesday Suppers)
- Develop, plan and implement faith formation activities for middle and high school youth (e.g., Youth Gatherings, recreational trips, service opportunities)
- Plan and promote fundraising activities to support youth and family ministry
- Plan and implement, (alongside Senior Pastor and Deacon of Ministry), faith milestones such as: 1st Bible presentation, 1st Communion, Confirmation, High School Graduation, Mission Trip Commissioning

- Work with staff and congregational leadership to integrate children and youth into the worship life of the congregation by encouraging worship participation and leadership (e.g. acolytes, assisting ministers, greeters)
- Partner with other congregations and community organizations, seeking joint ministry opportunities, as appropriate
- Contact and reconnect with inactive youth and families
- Promote and encourage Lutheran summer camps, colleges and campus ministries
- Perform other duties as assigned by Senior Pastor

Qualifications

Qualifications include:

- Bachelor's or Associate Degree
- Strong relational intelligence, interpersonal and communication skills with all ages
- Strong leadership skills including leader recruitment and training
- Strong work ethic and organizational skills
- Biblical and Lutheran theological understanding
- Ability to uphold the teachings and practices of the Evangelical Lutheran Church in America and a Reconciling in Christ congregation
- Demonstrated experience working with youth
- Hold a valid driver's license
- Must complete and pass background checks
- Must be 21 years or older

Working environment

- Requires some degree of flexibility in hours available for work, including evenings and weekends
- Ability to work remotely, as needed
- The Director of Youth and Family Ministry is encouraged to participate in various continuing education events in the fields of Children's, Youth and Family Ministry

Compensation

Full-time, \$40,000 annual salary, plus health insurance and continuing education

Application process

Send cover letter and resume to Franklin Ishida, Search Committee Co-Chair (jobs@stpaulvp.org). Anticipated start date July 18, 2022.

About St. Paul

Loved by God, we grow, care, give and share in Jesus' name.

St. Paul Lutheran Church (www.stpaulvp.org) is an inviting and active congregation of the Evangelical Lutheran Church in America (www.ELCA.org). Located in the near west Chicago suburb of Villa Park (545 S. Ardmore Avenue), our congregation members live primarily in Villa Park, Lombard and the surrounding suburbs. We are a growing Reconciling in Christ community that welcomes people of every sexual orientation, gender identity or expression, age and size, color and culture, socio-economic circumstance, marital status, ability and challenge.