

**HOLY CROSS LUTHERAN CHURCH, ATHENS, GEORGIA**  
**DIRECTOR OF CHILDREN AND YOUTH MINISTRIES JOB DESCRIPTION**

**Background: Children and Youth Ministry at Holy Cross Lutheran Church**

***Mission & Vision Statement***

We are committed to developing faith in young Christians through healthy relationships, service, and education. We strive to encourage lifelong learning grounded in the community of faith and service in Christ.

***Our Goals***

Our church family cares deeply about the faith life and development of our children and youth. According to our baptismal promises, all members have a role to play in children and youth ministry. These promises support our work in developing a culture of all-member involvement with our children and youth programs. We seek the talents and gifts of a Director of Children and Youth Ministries to coordinate our efforts and to lead us to the next level of growth in this vital area of ministry.

***Guiding Principles***

We believe in one God, the Trinity, whom we come to know through Jesus.

We are saved by grace through faith, and this is not our own doing; it is the gift of God (Ephesians 2:8, NRSV).

Children and youth are full members of the body of Christ by virtue of their baptism. They are not the church of the future; they are the church now.

Church is a safe place where children learn and wonder, and question and explore faith without fear of judgment, derision, or abuse.

During the rites of baptism and affirmation of baptism, individuals promise to support other members of the community and to worship and learn together (ELW, p. 236). The assembly promises in turn to support each candidate's faith development. Thus, faith formation is the responsibility of every member.

Volunteers are an invaluable, essential component of children and youth ministries. Young people become mature Christians by being surrounded by a web of faith elders.

As essential faith elders, volunteers are equipped to serve in children and youth ministries through training and ongoing support.

Continuing education for staff is vital for building a healthy ministry.

## **Job Description**

*The Director of Children and Youth Ministries works in coordination with the pastor, the Congregation Council, and the Children and Youth Team to plan, organize, and implement faith learning experiences designed to deepen the spiritual lives of the participants. This is a full-time position.*

### **Accountability**

The director will be supervised directly by the pastor, accountable to the Congregation Council, and in cooperation with the Children and Youth Team. The director will receive an annual review from the pastor and the Personnel Team working in cooperation with the Congregation Council.

### **Duties**

#### ***I. Administration***

- A. Meet regularly with the Children and Youth Team
- B. Submit monthly reports to the Congregation Council
- C. Research and develop the children and youth ministry budget
- D. With the Children and Youth Team, set priorities and goals for children and youth ministries
- E. Facilitate publicity for children and youth events in congregation through all available media
- F. Participate in weekly staff meetings to integrate children and youth ministries with the overall church calendar and other ministries
- G. Recruit, train, and coordinate volunteers for children and youth ministries with the Children & Youth Team
- H. Meet with other ministry teams as necessary to advocate for children and youth. Articulate their gifts and needs— both within the congregation, and in the local community
- I. Advise and consult with Seasoned Citizens, Member Care, and Community Care ministry teams to collaborate on intergenerational learning opportunities.
- J. Each year: identify two or three measurable goals for the Children and Youth ministry.

#### ***II. Youth Ministry***

- A. Plan, organize, and implement youth group experiences with a balance of worship/spirituality, learning, service, and community building
- B. Involve the congregation's youth in synodical youth ministries such as AFFIRM, camp experiences, All Georgia, SESLYO, the Gathering, etc.
- C. Meet regularly with parents and participants for ongoing support and collaboration

#### ***III. Children's Ministry***

- A. With the Children and Youth Team, plan, organize, and coordinate Pre-School through High School Faith Learning Hour classes
- B. Coordinate classroom usage, curriculum, and data collection
- C. Plan, organize, and implement children's ministry experiences with a balance of worship/spirituality, learning, service, and community building
- D. Meet regularly with parents for ongoing support and collaboration

#### ***IV. Milestones Ministry***

With the pastor and Children and Youth Team, plan, organize, and implement a Milestones Ministry—Birth, Baptism, Entering Sunday School, First Communion, Bible Presentation, Affirmation of Baptism, Driver's License, Graduation, etc.

#### ***V. Other duties as may be assigned by the Pastor***

## **Qualifications**

Bachelor's degree or equivalent

Minimum of 3 years of experience or equivalent in children's and youth ministries

Professional training in Christian education highly desirable.

Ability and strong desire to develop and oversee creative ministry activities for children, youth, and their families.

Strong personal skills; able to work with other staff, members of the congregation, and others in the greater community.

Strong communication skills; ability to recruit and help train volunteers for children and youth programs.

Strong organization skills; able to coordinate children and youth programs with other activities within the congregation and to develop opportunities for intergenerational learning.

A valid driver's license.

Willingness to work flexible hours.

## **Compensation**

Base salary: \$35,000 - \$45,000

Benefits: ELCA-approved health insurance; contributions towards retirement; funds for continuing education; reimbursement for professional travel; paid vacation

## **To Apply:**

Submit your cover letter and resume, including references who can speak to your leadership in a church setting and most recent supervisor to **[HolyCrossHumanResources@gmail.com](mailto:HolyCrossHumanResources@gmail.com)** by **Saturday, August 15, 2020**.