## Youth and Family Ministry Director

## Messiah Lutheran Church – Mauldin, SC

## 30 hours position. Hours are dependent on the programming schedule.

The role of the Youth and Family Ministry Director is to develop and provide spiritual, relational, organizational, and administrative leadership to youth and families in the congregation. To introduce, instruct and nurture children, youth, and families in their Christian faith and life, through bible study, prayer, fellowship, worship, service, and evangelism. The Youth and Family Ministry Director shall seek to foster a strong education program through building relationships with teachers, students, parents, and church leaders that strengthen the participants commitment to the church and growth in faith in Jesus Christ. The Youth and Family Ministry Director reports directly to the Director of Faith Formation and Christian Education.

The Youth and Family Ministry Director must have the ability to protect the reputation and integrity of others through strict confidentiality and the wisdom to refrain from indiscriminately sharing information.

The Youth and Family Ministry Director must be a practicing Christian who follows the standards set for church leaders by the Evangelical Lutheran Church in America. The director must have a commitment to Jesus Christ and His church and the desire to articulate and share the Faith. The director must be proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Publisher, and Outlook). Proficient in church management software (REALM Connect) for members and administrative functions. Social media skills are needed for maintenance of Facebook, Instagram, Twitter, MailChimp, Messiah Website. Must have excellent communication, organizational, and interpersonal skills.

**Duties & Responsibilities**

* Commitment to Jesus Christ and His Church and the desire to articulate and share the Faith.
* Be faithful in worship, prayer, and congregational life at Messiah Lutheran Church.
* Works with Director of Faith Formation and Christian Education and Parish Administrator to coordinate and maintain communication within the congregation and marketing to the community via social media, written communication, or verbal presentation.
* Executes and ensures that all volunteers working with children and youth have current background checks and operate with required supervision of safe practices.
* Provide leadership, assistance, organization and coordination for group programs, events, trips and meetings related to youth and young families.
* Provide one-to-one outreach, counseling, and spiritual guidance to youth.
* Initiate personal contact with non-active youth and prospective new members.
* Serve as an advocate of youth within and outside the church.
* Be available to youth and their parents for individual counseling and guidance on short-term intervention basis.
* Make referrals for individuals and families in need of professional long-term support.
* Maintains an awareness of all parish programs, services, and events to effectively communicate with youth, young families, and the community.
* Assist Lay Leaders and Pastor(s) to coordinate special events, such as fund raisers, concerts, and retreats.
* Recruit, train, and supervise volunteers, as needed.
* Attend staff meetings and team meetings on request.
* Works with the Director of Faith Formation and Christian Education to plan and conduct weekly programs for youth and young families.
* Be present and active at youth educational/social events.
* Monitor expenses within budget guidelines and assist with budget preparation.
* Make hospital visits for youth.
* Make home visits to youth at the death of a family member or to parents at the death of a child.
* Keep current in youth and education issues, and actively research ideas for youth ministry.

**Required Skills and Qualifications**

* Commitment to Jesus Christ and His Church and the desire to articulate and share the Faith
* Passion and commitment to facilitating the spiritual growth and discipleship of the youth and young family congregants.
* Four-year college/university degree preferred.
* 2+ years’ experience in a Parish staff position.
* Training in Christian education preferred.
* Flexible work schedule.
* Thorough knowledge of scripture and an understanding of Lutheran theology.
* Proven interpersonal, decision making and management skills.
* Excellent written and verbal communication skills.
* Strong organizational and time-management skills.
* Ability to relate well to children, youth, and families.
* Ability to maintain confidentiality and to be supportive of team ministry.
* Willingness to accept supervision and guidance from the Pastor, Church Council, the
Director of Faith Formation and Christian Education as well as the Mutual Ministry team.
* Proficient in Microsoft Office, with aptitude to learn new software and systems.
* Signed confidentiality agreement.

**The Youth and Family Ministry Director Salary & Outlook**

The Youth and Family Ministry Director is a salaried employee. Mileage for business, continuing education training, health insurance, basic program resources and supplies should be budgeted, provided, or reimbursed. Acceptance of the terms and conditions of the following as set forth in the employee manual and dependent on applicants’ level of education, and years of experience.

* **Salary Range: $41,000 - $45,000**
* **Salary Median Annual Salary:** $38,107 ($18.32/hour) ziprecruiter.com
* **Top 10% Annual Salary:** $48,527 ($23.33/hour) payscale.com
* **Average in South Carolina:** $43,436 ($24.26) ziprecruiter.com