

# Youth and Family Ministries Director

## Northfield United Methodist Church

### **POSITION OVERVIEW:**

The Northfield United Methodist Church is an energetic, vibrant church. We are seeking a Youth and Family Ministries Director who will be the primary architect and overseer for discipleship opportunities and ministries for children, youth and their families; serving as a spiritual leader, role model, and champion of youth while integrating youth ministry throughout the church. This includes providing religious education, mission opportunities, and fellowship activities for youth in grades 6-12 and their families. The Youth and Family Ministries Director will be responsible for working with and supervising the Children and Family Ministry Program Coordinator to develop curriculum and the recruitment, training, and deployment of volunteers. The position will average 35 hours per week.

### **RESPONSIBILITIES:**

- Develop and deploy communication strategies that keep the church family informed and inspired about spiritual growth opportunities for children, youth, and families
- Work with the Pastor to develop confirmation programming and curriculum to create a transitional program of cohesive development from 6th grade through completion of confirmation
- Work with Pastors and lay leadership to develop opportunities for youth after completion of confirmation to become active members of the congregation
- Work with the Pastors, Children's Coordinator, Nursery staff, Music Director and applicable committees to coordinate the Children and Youth Ministries into the total ministry of the Church
- Work with the Safe Sanctuary Committee to create a safe environment for youth and children
- Monitor applicable budgets and expenditures for all Children, Youth, and Family Ministries
- Administrative tasks including recording and tracking attendance at programs and incorporating appropriate information gathering and health and transportation forms
- Attend applicable training and be proactive in researching, reading and learning about/from other successful family ministry initiatives
- Work to develop a relationship with area church Youth Directors to promote a greater youth ministries community
- Build relationships with the parents and youth in the church
- Communicate with parents about the Youth Ministry programs, calendar, volunteer needs and parental concerns, providing a weekly update email
- Organize special events which could include: Pumpkin Carving, Christmas Program, Summer children's programs, and additional events
- Coordinating and chaperoning a summer excursion or youth overnight retreat
- Organize and chaperone youth mission trips
- Work with the Children and Family Ministry Program Coordinator to plan children's summer ministry opportunities
- Coordinating, chaperoning, and driving for off-site field trips
- Attend bi-weekly staff meetings
- Attend Sunday worship service regularly

## **DESIRED ATTRIBUTES/SKILLS:**

- Strong technology skills
- Strong interpersonal skills with the ability to build, inspire, equip and encourage teams
- Strong ability to partner with parents and engage parent involvement in ministry with understanding that connecting with parents is the most crucial part of the role
- Demonstrated passion and commitment to the spiritual growth of youth
- Provide vision and direction for all aspects of children, youth, and family ministry
- Self-starter able to work independently with minimal supervision
- An undergraduate degree with an emphasis on theology or youth ministry is preferred

## **QUALIFICATION/REQUIREMENTS:**

- Relevant experience leading successful youth ministry or youth mentorship programs and classroom management
- Ability and willingness to affirm and teach God's grace, the acceptance of different ways of understanding and living out faith in Jesus Christ, and the primacy of scripture as interpreted through the Holy Spirit and guided by reason, tradition (church teaching), and experience
- Ability to write routine correspondence and effectively communicate verbally with church members, vendors, and other employees and volunteers of the organization in a professional manner
- Valid driver's license with own transportation and maintain proper levels of insurance
- Completion and satisfactory results of a pre-employment criminal background screening

## **ADDITIONAL INFORMATION:**

A successful candidate will uphold the organization's beliefs, have proficient use of technology, social media, and have excellent organizational and communication skills.

The position of Youth and Family Ministries Director is a full-time salaried position. Specific hours and schedule may fluctuate and will include evening and weekend hours including but not limited to Wednesday nights 2:30 - 8:30 p.m. for youth programs.

## **APPLICATION INSTRUCTIONS:**

We will begin reviewing applications on **April 28, 2021**. Applications will continue to be accepted on a rolling basis until the position is filled.

Submit a **resume** and a **cover letter** that specifically addresses how your qualifications align with the requirements of this position to the **SPRC Hiring Committee** via

**E-mail to:** [application@northfieldumc.org](mailto:application@northfieldumc.org)

**U.S. Mail to:** 1401 South Maple Street, Northfield, MN 55057

*Our hiring practices at Northfield United Methodist Church (NUMC) are aligned with our congregations' welcome statement: We affirm that all people are created in the image of God and, as beloved children of God, all are worthy of God's love and grace, regardless of their sexual orientation, gender identity, family status, race, ethnicity, physical or mental ability, socio-economic status, or age. We unreservedly support and affirm the full inclusion of persons of all sexual orientations and gender identities in all facets of ministry at Northfield UMC, including ordination and marriage. Following Christ's example, we open our hearts, minds, and doors to welcome all who come to us in God's grace.*