

Full Time (30-hours)

Job Description
DIRECTOR OF CHILDREN, YOUTH & FAMILY MINISTRIES
Wesley United Methodist Church, Worcester, MA

Purpose: The *Director of Children, Youth & Family Ministries* will provide relevant and intentional programming for our ministry with children, youth and their families. The ministry with children, youth and their families seeks to provide multiple opportunities and a safe environment for them to participate in the life of the congregation where they are *informed, formed* and *transformed* as disciples of Jesus Christ.

Values: The ministries of Wesley are informed and guided by 5-Areas of passion: 1) Spiritual Growth, (2) Hospitality and Welcome, (3) Diversity and Multiculturalism, (4) Mission and Outreach, and (5) Lay Leadership Development.

Accountability: The *Director of Children, Youth & Family Ministries* reports to the Pastor, and is ultimately accountable to the Staff Parish Relations Committee. The *Director* is also to work collaboratively with all other staff.

Responsibilities: The primary responsibility of the *Director of Children, Youth & Family Ministries* will include leadership and oversight in the following areas:

1. Spiritual Formation
 - a. Develop a spiritual formation plan for children, youth, and their families.
 - b. Attend to the spiritual needs and preparing them for an active witness and intentional practice of faith in their daily lives.
2. Program Development & Implementation: (Key programs: Sunday School, VBS, and other seasonal activities)
 - a. Develop relevant and age-appropriate programming of Christian education and formation for children and youth.
 - b. Oversee and manage the implementation of program and curriculum.
3. Equipping Leadership:
 - a. Develop a lay leadership team to serve the various programs and ministry needs related to children and youth. (key functions: recruit, train, resource, support, manage and schedule lay leadership).
 - b. Support parents and families in their formative roles with children and youth.
4. Administration and Support
 - a. Ensure the maintenance and implementation of our safe sanctuary policy.
 - b. Attend leadership and staff meetings as necessary.
 - c. Participate in regular continuing education opportunities to keep up with developments in children and youth ministry.
 - d. Submit communications about ministries with children and youth through Herald and other outlets.

The Director of Children, Youth & Family Ministries will work with the Pastor and the Program Staff in creating a vital and holistic team ministry.

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Qualifications: The requirements listed below are representative of the knowledge, skill and/or ability required to perform successfully in this position. The candidate will have

- A degree or certification in Children and/or Youth Ministries, or related field (Masters' degree highly desirable).
- Demonstrated commitment to the Christian faith; and experience working in a church setting in children and youth ministry.
- Understanding of the spiritual and developmental life-stages from birth to adulthood and related spiritual needs.
- Experience with and demonstrated ability to work with children, youth and families (ability to work with special needs children is an added benefit);
- Experience with inviting, connecting, equipping, and sustaining volunteers;
- Experience with working with volunteers, parents and staff in a collaborative and professional manner;
- Demonstrated leadership, organizational, and planning skills and the ability to take initiative;
- Ability to stay up-to-date on applicable training, i.e. CPR, First Aid, and Safe Sanctuary policies.
- Candidate must pass a CORI/SORI background check.

Other Terms of Employment

- 1) The Director of Children, Youth and Family Ministries is a Full-Time position (30-hours/week).
- 2) Compensation package will be determined by the Staff Parish Relations Committee.
- 3) Performance reviews will be held in compliance with the employee handbook.