



Bethlehem Lutheran Church

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Belonging to Christ, Sharing Christ on the North Shore and Beyond

Director of Children, Youth, and Family Ministry

Purpose: The Director of Children, Youth, and Family Ministry (CYF) is a full-time position that will oversee, plan, and coordinate the CYF Ministries at Bethlehem Lutheran Church (BLC), emphasizing intergenerational ministry. The CYF Director will be directly responsible for middle and high school youth, and will oversee a team of volunteers to lead the ministries for birth through 5th grade. The ministry will be based on the Christian faith in the ELCA Lutheran tradition.

Responsibilities

- Be the spiritual and educational leader for all children and youth.
- Communicate regularly with families about ministry at BLC.
- Attend weekly worship services, and attend all staff and CYF meetings.
- Directly lead faith formation activities for grades 6-12, including:
 - Confirmation for grades 6-8.
 - Regular ministry opportunities for grades 9-12.
 - Monthly event for youth during the school year.
 - Special events, retreats, service opportunities, and trips throughout the year.
 - Special services, milestones, and worship opportunities.
- Recruit and equip volunteers to be a part of middle and high school youth ministries.
- Recruit, equip, and oversee a team of volunteers to plan and lead ministry for Sunday School Youth, including:
 - Sunday School
 - VBS
 - Special events and service opportunities.
 - Special services, milestones, and worship opportunities.
- Coordinate with staff members regarding weekly schedules, monthly/yearly calendars, regular congregational communications (e.g. newsletter, social media, etc.), and other areas of overlap.
- Prepare written congregational reports, send regular communications to families and youth, and advertise in the church and community for our CYF Ministries

- Collaborate with staff members and church committees for intergenerational opportunities to bring adults, youth, and kids together on Sunday mornings and beyond.
- Bring youth to participate in ELCA events.
- Plan and oversee the yearly CYF budget.
- Continue to develop a comprehensive plan for the CYF ministries at Bethlehem.
- Work with staff members and different ministry areas throughout the year.

Core Competencies

- **Mission Ownership:** Demonstrates a full understanding and support of the mission, values, and beliefs of BLC. Can teach those values to others. Displays the mission, values, and beliefs of BLC in all leadership, relationships, publications, and communications.
- **Spiritual Maturity:** Has a foundation of faith that is evident in their role at Director of CYF Ministries and uses faith to guide their ministry work. Models and develops humility, teachability, accountability, and servant leadership in all BLC relationships. Cares for their own spiritual health.
- **Interpersonal Skills:** Has the ability to relate to/talk with all ages of people. Demonstrates the skills of active listening and openly accepts criticism. Productively handles and resolves conflict. Engages people positively, with a demeanor of optimism and abundance. Holds sensitive information in confidence. Is flexible with changes and disruptions, and handles them with grace. Has a sense of humor and can have fun with people of all ages.
- **Organizational Skills:** Has a system in place to plan, and advertise for, and lead ministry and fellowship events. Works with staff, pastor, volunteers, and committees collegially and in a timely manner. Plans in advance, keeps detailed records, shares contact information with the Office for church records, keeps CYF supplies orderly.
- **Leadership:** Can recruit and train volunteers to lead in different areas of CYF and intergenerational ministry. Can identify skills different volunteers have and plug them into the right part of the ministry. Guides CYF leaders in the process of sharing best practices, problem solving, and leadership development.

Minimum Qualifications

- Possess an actively growing Christian faith that reflects knowledge of Lutheran heritage.
- Display a passion for youth, and ability to relate well with youth and adults.
- Possess strong organizational and communication skills, both written and verbal.

- Possess proficient skills in Microsoft Office and in popular social media outlets.
- Able to work independently, and possess strong time management skills.

Reports to

- Reports directly to the Pastor.
- Also reports to the Church Council and the CYF Committee.

Desirable Qualifications

- Bachelor's Degree or related education.
- Experience in Children or Youth Ministry in a religious setting.

Salary Range

The salary for this position will range between 38-45k depending on experience. We offer a full benefits package, and reimbursements for continued education and synodical events.

How to Apply

Send resume and cover letter to Pastor Calvin Konop at blcpastor@boreal.org by Sunday, March 2nd 2025. If applicants see this post past the application deadline, the position may still be open and are encouraged to apply.

For more information about Bethlehem, visit our website at www.sharingchrist.org



Our Wednesday evening service

*“Spooky Trails” event
near Halloween.*



Wednesday evening service

Confirmation on Wednesday

