

Bethlehem Lutheran Church – Director of Children, Youth, and Family Ministries

Purpose: The Director of Children, Youth, and Family Ministries (CYF) will oversee, plan, and coordinate the CYF Ministries at Bethlehem Lutheran Church, 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:

- 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.

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.

Desirable Qualifications:

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