

# Director of Youth and Family Ministry Position

## Application Instructions

- Job description (below)
- Submit Cover Letter and current resume/CV
- Cover Letter should answer this question:  
*Explain your philosophy for nurturing others towards Christ*
- Application packet must be received by **Thursday, July 20, 2017:**
  - bring to LCM office at 4800 N. Ramsey Rd, CDA
  - mail to Lutheran Church of the Master, 4800 N Ramsey Rd, CDA ID 83815
  - email to [office@lcmcda.org](mailto:office@lcmcda.org) (pdf docs only)
- Questions? Contact the LCM office at 208-765-1002 or [office@lcmcda.org](mailto:office@lcmcda.org)

**Lutheran Church of the Master**  
**Mission - “Connecting People to God”**

**Job Description – Director of Youth and Family Ministry**

**Purpose**

The Director of Youth and Family Ministry at Lutheran Church of the Master shall seek to enrich the lives of the youth (pre- school through high school) and families at our church. Through the support of the congregation, the pastor, and the church council, they will strive to develop relationships with Christ, other children and families, and the community. The goal is to intentionally bring together groups in cooperative ministries.

**Supervision**

This position will report directly to the pastor.

**Salary and Hours**

This is a part time position that will be paid an annual salary of \$10,000 for quarter time with the recognition that the schedule is flexible and demands vary throughout the year. These hours may include planning, organizing, and facilitating events. Priority for the work load will be determined in discussion with the Youth/Family Committee and staff. This job description is designed to start as a quarter time position with the goal that over time it will become a full time position.

**Characteristics**

Christ centered: Commitment to Christ with a passion and enthusiasm for sharing his/her faith. Beliefs and theology are consistent with the Evangelical Lutheran Church in America.

Youth and Family oriented: A love for kids and young families and belief in the importance of lifelong faith formation.

Organizational skills: Develop programming activities and administer programs in an effective manner.

Leadership: Motivate, invite, and encourage others to participate by sharing their gifts. Approaches leadership from a place of vision, creativity, intentionality, authenticity, and above all, a commitment to Christ.

Communicator: Communicate regularly and effectively with youth, parents, staff, and congregation.

An enthusiastic team builder with the ability to delegate and teach others.

Administrative and organizational skills including strong written and communications skills.

Self-starter.

**Requirements**

Minimum of two years working with other Christians.

College degree or experience in child development or youth and family ministry preferred.

Pass criminal background check, drug test, and fingerprint (to be completed at time of hire).

CPR, First Aid Certified (or able to complete within three months of hire).

Possess a valid state driver’s license.

Provide proof of car insurance.

Music skills desired, but not required.

### **Primary Responsibilities/Duties**

Support, pray for, and build relationships with youth and their families, program volunteers, and staff.

Plan, develop, and implement ministry direction and programs for youth and families with staff and various ministry teams.

Provide a safe environment for youth and families at all activities.

Coordinate and carry out events (i.e., Vacation Bible School, Advent, holidays, summer events, overnight retreats) with volunteers, team members, and staff.

Provide leadership and delegate tasks to promote and support family participation in the church community.

Develop strategies for outreach and evangelism efforts for youth and families working with other teams in the church.

Attend staff, church council, and ministry team meetings as directed by the pastor.

Communicate with the office administrator and others as needed to maintain budget expenditures, coordinate building use, obtain administrative and custodial support.

Engage families and youth in service ministry, and develop strategies that allow opportunities to serve locally, regionally, and worldwide.

Organize mission trips for middle school and high school students.

Provide opportunities that allow for youth to gather with other local and regional churches.

Set annual personal goals.

Encourage attendance at worship.

Utilize technology to communicate with youth and young families.

### **Evaluation**

Performance reviews will be conducted periodically by the pastor and reviewed by the worship oversight committee via the church council. The council will review the adequacy of compensation and the terms of employment.

### **Note**

We are an Equal Opportunity Employer as regards to gender, race, age, or marital status. Because this position is integral to the furthering of the teachings of our church, Idaho law allows us to ask for demonstrated Christian faith, and regular maintenance of spiritual and personal life compatible with our church's beliefs. In keeping with the Child Protection policy and the presence of a licensed child care facility on our premises, fingerprinting and FBI background checks are required.