



MISSION STATEMENT

The mission of St. John's Lutheran Church is to *Deliver the Restorative Hope of Jesus Christ*
by creating disciples who...

CONNECT TO GOD, GROW TOGETHER, SHARE CHRIST

POSITION TITLE: DIRECTOR OF FAMILY MINISTRY
REPORTS TO: PASTOR OF MINISTRY PROGRAMMING
FLSA STATUS: EXEMPT
DEPARTMENT: FAMILY MINISTRY

SUMMARY:

Exemplifies the Christian philosophy of the St. John's Lutheran Church mission statement in all aspects of day-to-day duties and responsibilities. With a vibrant faith in Jesus Christ, the Director of Family Ministry provides overall leadership to family ministry. They will design and lead a comprehensive ministry that empowers others and seeks to implement the mission and discipleship pathway across the life span: infants to young adults and their families.

POSITION ESSENTIAL RESPONSIBILITIES:

- As a role model to staff, families, and volunteers, demonstrates values and attributes in connection with the faith being taught by St. John's Lutheran Church, embracing with their life the mission and discipleship pathway of St. John's.
- Empowers and equips staff, parents/guardians, and multiple teams of youth and adult volunteers for leadership and ministry in the church, home, and beyond.
- Equips parents to be the primary nurturers of faith in the home and young people to live out their faith in their schools and families.
- Leads the staff of Youth and Children's ministry by example and collaboration.
- Identifies, invites, and cultivates a wide range of volunteers and ministry action teams to enhance all aspects of Family Ministry.
- Provides overall leadership to specific Family Ministry Events and operations (i.e. Easter Outreach, VBS, parenting classes, etc.).
- Oversees all aspects of Family Ministry: Children, Youth, Young Adults, Confirmation, and family-specific ministries. Will be directly responsible for one or more ministry areas.
- Develops the budget for Family Ministry, consistently monitoring expenditures.
- Partners with St. John's Lutheran School staff and faculty to develop long term relationships with students and their families.
- Collaborates and communicates with Pastor/Director of Ministry Programming and all ministry departments resulting in successful outcomes for the organization.
- Partners with district and synodical entities for ministry and developing future leaders.
- Performs related duties as assigned.

QUALIFICATIONS, KNOWLEDGE, AND SKILLS:

- Bachelor's Degree, or demonstrable ministry equivalence.
- 5+ years of leadership in a larger congregation.
- Synodically-trained or demonstrable equivalence.
- Is or will become a member of St. John's Lutheran Church.
- **Advanced Core Knowledge** of LCMS doctrine and beliefs.
- **Advanced Language Skills** (written, verbal) – Ability to read, analyze and interpret general correspondence, instructions, and procedures. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of employees, church members and others.
- **Advanced Reasoning Ability** – Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited information exists. Ability to interpret a variety of instructions and draw valid conclusions. Ability to exercise strong attention to detail and organizational skills as required for successful job performance.
- **Advanced Organizational Skills** – Advanced abilities to manage multiple priorities simultaneously, create work schedules for team and anticipate proactive solutions. Demonstrates self-initiative by requiring minimal direction, as well as anticipating problems and providing appropriate responses. Ability to work with pace and urgency.
- **Intermediate Computer and Social Media Skills** – Basic skills using Microsoft Office software, and other custom software utilized by the organization, such as Planning Center, ProPresenter, Instagram, and Facebook. Ability to use internet-based applications and other industry – specific software.
- **Certification / License Requirements** – CPR and first aid certified. Maintain training requirements for Child Abuse Reporter.

PHYSICAL DEMANDS/ WORK ENVIRONMENT:

- Frequently engaged in standing, walking, sitting, using hands and arms, talking and hearing
- Occasionally engaged in climbing, stooping, kneeling, crouching and crawling
- Occasionally lifts up to 50lbs
- Must be able to see clearly at both close and far distances (20 feet or more). Must have the ability to see using peripheral vision and depth perception

Employee Name:	
Employee Signature:	Date:
Supervisor/Manager Name:	
Supervisor/Manager Signature:	Date: