

Position Description

Family, Children & Youth Ministry Coordinator



Position Overview

The Family, Children & Youth Ministry Coordinator is a part-time (15-20 hours per week) position dedicated to nurturing spiritual growth, fostering community engagement, and supporting the holistic development of families, children, and youth at Faith Lutheran Church. Central to this role is the intentional cultivation of meaningful relationships- both with families and among families themselves- so that our church community thrives as a network of mutual support, encouragement, and faith.

Key Responsibilities

- Proactively facilitate opportunities for families to connect, build relationships, and support one another—through small groups, shared service projects, intergenerational gatherings, and regular family-focused events.
- Oversee and support faith-based educational programs for children and youth, such as Sunday School, youth groups, and family ministry events, with a particular focus on activities that encourage family participation and interaction.
- Recruit, train, and support volunteers, encouraging collaboration among parents and guardians to strengthen bonds within the ministry.
- Maintain open and ongoing communication with families, fostering an atmosphere of belonging where all voices are heard and valued.
- Collaborate with church leadership to design programs and initiatives that intentionally build bridges between families, cultivating a vibrant and interconnected church community.
- Organize special events such as retreats, service projects, holiday programs, and community outreach initiatives, always seeking to create moments where families can learn, grow, and serve together.
- Provide care, mentorship, and guidance to children and youth, while also offering resources and support to parents and guardians as they journey together in faith.
- Maintain records of program participation, feedback, and outcomes to support ongoing evaluation and foster continuous improvement in family engagement.
- Stay informed about current trends and best practices in family, children, and youth ministry, especially those that strengthen familial and inter-family connections.

Qualifications

- High school diploma and some college education, an Associate or Bachelor degree is preferred.
- Experience working with children, youth, and families in a church or faith-based setting.
- Demonstrated skill in building relationships and facilitating group connections among diverse families.
- Strong organizational, leadership, and interpersonal skills.
- Ability to communicate effectively with people of various ages and backgrounds.
- Demonstrated commitment to Christian values and spiritual growth.
- Flexibility to work evenings, weekends, and attend special events as needed.
- Background check required.

Compensation

- A monthly stipend of \$1,500
- Opportunities for professional development

Working Relationships

- Reports to: Pastor
- Works closely with: Church staff, volunteers, families, children, and youth

Application Process

Interested candidates should submit a resume, cover letter, and references to the church office. Applications will be accepted until the position is filled.

Equal Opportunity Statement

Faith Lutheran Church is an equal opportunity employer. We welcome applicants of all backgrounds and experiences who are committed to supporting our mission and values.