

**Job Description:** Director of Children, Youth and Family Ministries

**Reports to:** Pastor

**Hours:** 20 hours per week

**Summary:** Alexandria United Methodist Church is seeking a part-time (20 hr/wk) Director of Children, Youth, and Family Ministries. In keeping with the United Methodist mission of 'making new disciples of Jesus Christ for the transformation of the world', this person would actively engage children, youth, and their families and provide a church experience that is fun, inclusive, and supportive. Education of children and youth would support faith exploration, building lifelong relationships, and demonstrate what it means to be a Christian disciple in today's world.

### **Essential Functions**

- Create and communicate an inclusive vision for children, youth, and family ministries that fosters love for one another and our natural world, supports faith exploration and relates faith to living a life as a Christian disciple.
- Creatively plan, organize, and carry out activities that are fun, create a sense of community, and support faith-development in our children and youth, from birth to high school.
- Follow accepted practices in creating a safe and healthy environment (e.g. following Background checks, Discipline policy, Safe Sanctuary, Infection control practices)
- Work with the pastor to identify relevant curriculum in line with our Christian beliefs and those of the United Methodist Church
- Engage church members of all ages in supporting and taking an active role in the lives of our children and youth
- Creatively use resources in our community to invite and engage other children and youth, foster relationships, and find means of extending our mission to others
- Use sound stewardship practices in managing resources

### **Other Responsibilities**

- Participate in weekly staff meetings, held to coordinate the activities of Alexandria UMC
- Works effectively with Youth Ministry and Education teams to identify and meet goals
- Attend monthly Church Council meetings
- Communicate regularly with families of children and youth as a means of informing, inviting, and supporting this community
- Participate in worship leadership when invited to do so by the Pastor
- Network with other community groups to develop and share programming, do mission outreach, and enhance the experience of our children and youth
- Other duties assigned by the pastor or Staff Parish Relations Committee

### **Minimum Qualifications**

- Experience in Christian Education
- Demonstrated leadership and program formation
- Bachelor's degree (in education or youth ministry preferred)
- Enthusiastic, fun-loving, and has a genuine interest in children and youth
- Music skills are a "plus"

## **Physical Requirements**

- Able to drive
- Able to lead and coordinate children and youth activities that may be physically strenuous
- Able to speak in a public forum