

**Peace Lutheran Church**  
**Position Description: Director of Faith Formation**

Reports to: Senior Pastor

Effective: 8/1/2015

Directly Supervises: any adults assisting with children and youth ministries

Status: Full Time, Salaried, With Benefits

**The Vision for this ministry:**

Our vision for ministry with children, youth, young adults and families is for the congregation to partner with families in fulfilling the covenant made in Baptism: That we would help these young ones “...learn to trust God, proclaim Christ through word and deed, care for others and the world God made, and work for justice and peace.” (ELW Service of Holy Baptism, p. 228) In so doing we also fulfill Jesus’ command that we make disciples in His name.

This partnership of home and congregation supports and encourages practices of faith that express what it means to be a disciple of Jesus Christ. In response to this vision and an understanding of our ministry context, we affirm the following guidelines in shaping our ministry to children, youth and adults for growing in faith:

1. Offer worship that is responsive to the yearnings and needs of people young and old, conveying God’s forgiveness and the call to be disciples in specific and life-changing ways.
2. Pass on and nurture the faith through a partnership between church and home, where the congregation accompanies parents and families in this journey of faith while providing resources and training and opportunities for families to be the church at home and in the world. We equip them to do so through caring conversations, family devotions, rituals and traditions, and serving others in the name of Jesus.
3. Recognize the definition of “family” takes many shapes and forms, and that families have different rhythms and responsibilities that may or may not fit traditional patterns
4. Model and nurture dependable, healthy relationships that reflect Christian living
5. Provide fulfilling ministry opportunities to adults working with young people which in turn result in spiritual growth for the adults involved
6. Keep a healthy balance of people and programs that result in a flexible, responsive and creative ministry that fills the lifelong spiritual needs of the people God has entrusted to us.

**Scope of the Position**

To be the primary guide directing a network of faith leaders who walk alongside young Christians throughout their faith formation from birth to confirmation years, and from High School to early post-high school years. To create a series of formal programs, informal social events, and a community of mentors and peers that will nurture their faith for a lifetime. To encourage them to share their faith stories, establish and deepen their practice of the disciplines of faith, and serve in God’s world.

**Minimum Qualifications**

- At least five years of successful youth ministry experience or applicable four-year degree.
- A foundation in Lutheran traditions and theology
- A demonstrated ability to recruit and train a network of volunteers
- Successfully pass a background check

**Preferred Qualifications**

- An advanced degree in Youth and Family ministry
- Lutheran theological training

## **Specific Responsibilities**

### **For All Faith Formation Activities and Programs**

1. Work with the pastors to develop teaching plans and a calendar of events.
2. Recruit and train a network of teachers/guides/small group leaders for programming and events
3. Develop a communication system to effectively reach parents, students and volunteers
4. Set up requirements and expectations for students and families, and a means to track and report
5. Plan and organize service projects and social events that foster fellowship, faith formation, age-appropriate peer relations, family participation, and intergenerational ministry opportunities.
6. Promote and communicate activities with the whole congregation.

### **Children's Ministry**

1. Sunday School
2. Vacation Bible School
3. Milestone Ministries
4. Kids Club (after school programming)

### **Youth Ministry**

1. Middle-School Pre-Confirmation Program (grades 5-6)
2. Confirmation Program (Grades 7-9)
3. Post-Confirmation Program (Grades 9-12)
4. Wednesday evening meal (oversee the meal coordinator, and student and parent volunteers).

### **Core Competencies:**

*A Calling to Youth and Family Ministry.* The candidate must have a distinct and demonstrable God-given calling to, and gifts for, this specific aspect of ministry.

*Organizing.* Gather and organize resources (people, funding, material, support,) to get things done; orchestrate multiple activities at once; use resources effectively and efficiently.

*Planning.* Accurately assess the length and difficulty of a project; set objectives and goals; break down work into process steps; develop schedules and task/people assignments; anticipate and adjust for problems and roadblocks; measure performance against goals; evaluate results.

*Managing vision and purpose.* Articulate and support the vision and mission of Peace Lutheran Church; communicate a compelling and inspired vision for ministry; create a vision of possibility, hope, and optimism; help others to own the vision.

*Developing volunteers.* Able to identify raw talent and recruit capable people into positions of responsibility; provide challenging and stretching tasks and assignments for others to do; delegate appropriately, builds people up, maintain open and active dialogue with volunteers; communicate expectations clearly and hold people accountable.

*Managing conflict.* Deal with problems quickly and directly; engage conflicts, seeing them as opportunities; read situations quickly; focus when listening; settle disputes collaboratively and equitably; find common ground and get cooperation.

*Interpersonal relationships.* Relate well to all kinds of people, inside and outside the congregation; build effective and constructive relationships; use diplomacy and tact; be regarded as a team player.

*Trust and integrity.* Be widely trusted; seen as direct and truthful; keep confidences; admit mistakes; adhere to appropriate and effective core values in good times and bad; walk the walk.

*Community Engagement.* Is visibly involved in the community of New London-Spicer.