**Christ Lutheran Church and St. Mark’s Lutheran Church**

**Shared Youth and Family Ministries Director**

**Job Description**

**Goals**

* To deepen students’ relationships with Christ, the church, one another and the community through various activities that focus on developing faith, friendships, social awareness and service to others.
* To work in conjunction with the Senior Pastors and Youth and Parish Education Committees of St. Mark’s Lutheran and Christ Lutheran in providing and developing faith formation opportunities for the youth and families of our church
* Engage more with the Southern California ELCA Youth Ministry community.

**General Duties**

* Initiate, build and maintain meaningful relationships with youth and families including: cards, text messages/phone calls, follow up when youth are absent from church.
* Provide monthly updates to the councils of Christ Lutheran and St. Mark’s Lutheran in the form of a written report.
* Utilize curriculum from the ELCA Lutheran Church or curriculum approved by the Senior Pastor.
* Develop, as needed, and maintain a youth information list and medical release and permission forms for each Church.
* Make students and parents aware of opportunities to attend winter and summer retreats with Lutheran Retreats, Camps and Conferences (LRCC)
* Organize fundraisers for students to raise money for their youth gatherings, mission trips, camps, and activities
* Maintain and update youth group pages and activities on church websites, Facebook and Instagram pages
* Assist the Pastor with Confirmation Retreats/Events as needed
* Assist and be present for Vacation Bible School week
* Advertise youth and family ministry events/meetings in Church and school newsletters and post on campuses
* Attend Sunday worship regularly (participate when needed) and help with Sunday School once a month to participate with youth of all ages.

**Youth Ministry**

* Prepare and offer a weekly youth gathering for junior high youth alternating weeks at each church after school or church.
* Prepare a monthly event that is combined with both Churches junior high youth.
* Prepare and offer a monthly group gathering for high school youth and a Zoom or Meets Group Check-ins
* Participate in ELCA and Southwest California Synod youth activities (ex. Western Youth Gathering, Middle School Youth Gathering, ELCA Youth Gathering).
* Communicate with parents and students as needed about group meetings, activities, events, service projects along with Church activities
* Attend and help lead at least one yearly retreat, gathering or mission trip with the youth

**School Ministry/Family Ministry**

* Promote church activities and youth events to families of Christ and St. Mark’s Lutheran Schools by sharing information at school and making announcements in Chapel and Church. Assist with Chapel as needed.
* Assist with planning and promoting of periodic Family Events

**Volunteers**

* In conjunction with staff, review training and compliance of our Safety Policies and confirm that all adults working with youth have completed mandated reporter training and have submitted and passed background checks.
* Help create and sustain a culture where new and existing volunteers are supported, encouraged, appreciated and recognized.
* Continually recruit, train and work with volunteers to assist with youth and family ministry

**Qualifications:**

* Good understanding of Lutheran theology
* Bachelor’s or master’s degree preferred, but not mandatory
* Effective communication skills, computer skills and social media savvy
* Passion for Jesus Christ and helping develop relationships centered on faith in God
* Demonstrate strong leadership skills and competent organization and planning skills
* Have a safe driving record, valid CDL, successfully complete mandated reporter training and Livescan screening, be tested for TB
* Prior experience in youth or children’s ministry preferred
* Exhibits and understands healthy boundaries with children and youth

**Supervision of Part-time Youth and Family Ministry Director:**

The Youth Director reports directly to the Senior Pastors of the churches and works alongside the Chairs of the Parish Education and Youth Committees.

Pay and Benefits: $25/ hour for up to $1000 a month plus payroll taxes.

Initial position would be for 4 months (Sept-Dec) and, if both churches feel youth and family ministry director is doing satisfactory or better, they can extend the position. Position is at will. Paid vacation of one week is granted after one year of employment.

No other benefits are available.