



Director of Children, Youth, and Family Ministries at Phinney Ridge Lutheran Church (PRLC)

Job Summary

We invite an enthusiastic and experienced individual to join our team as the Director of Children, Youth, and Family Ministries. In this role, you will spearhead programs for our youth, organize special events, manage classroom resources, and build strong connections within our church community.

Performance Objectives

We are relying on the Director of Children, Youth, and Family Ministries to achieve the following objectives:

1. **Program Development and Management:** Within the first month, in consultation with the rostered leaders, develop and implement engaging weekly programming for K-12 youth, including Sunday gatherings, confirmation programs, Sunday school, and a weekly Children's Word presentation.
2. **Nursery Supervision and Safety:** Oversee nursery staff and volunteers, ensuring that all childcare activities align with the latest childcare and safety standards. Strive for a nurturing, secure environment for children, with consistent positive feedback from parents and guardians about the care and safety their children receive. Responsible for ensuring that staff are properly trained and certified as required by the synod and applicable governmental agencies.
3. **Event Planning and Execution:** Organize annual retreats, coordinate a confirmation celebration, and plan summer-based programming, such as Vacation Bible School. Ensure these activities are engaging, meaningful, and align with our spiritual mission.
4. **Resource and Financial Management:** Maintain well-stocked children and youth classrooms and determine spending priorities for the Children, Youth, and Family (CYF) ministries. Manage financial records effectively and optimize resource allocation.
5. **Family Engagement and Communication:** Foster deep, meaningful relationships with youth and their families. Implement an effective communication strategy to keep youth, families, and the congregation informed about CYF events, updates, and opportunities.
6. **Volunteer Management and Training:** Develop a system for recruiting, training, and supporting adult volunteers. Ensure all individuals interacting with

children and youth adhere to our boundary policies, including undergoing required training and background checks.

7. **Community Building:** Coordinate logistics to provide meals and activities for our weekly family evening gathering, "Bread for the Journey," and initiate opportunities for inter-generational engagement, encouraging volunteerism and a sense of community belonging.
8. **Staff Collaboration and Partnership:** Work with other program staff including PRLC's pastor(s), deacon, music directors and office staff to coordinate youth and family-related worship and events is an integral component of this position.

Experience and Qualifications

The ideal candidate will possess a minimum of three (3) years of experience in children, youth, or family ministries or a related field. They should demonstrate skills in event coordination, volunteer management, and the creation and implementation of educational or spiritual programs for children and youth. A commitment to justice, equity, and anti-bias learning is paramount.

Salary is commensurate with education and experience, starting at \$50,000 with a generous benefits package.

To apply for this position, please send your resume, cover letter, and three professional references to jobs@prlc.org. indicate "Director of Children, Youth, and Family Ministries" in the subject line. Applications will be accepted until **Wednesday, March 13, 2024**.