

**Title:** Director of Family Ministries

**Classification:** Part Time/Non-Exempt/ \$20/hr.

**Hours:** Part Time – 10-12 Hours/Week – Weekday work can be remote or in person, with in person participation required only from time to time. Expected to work in person most Sundays during the school year from about 8:30 – 12:00

**About our new Director of Family Ministries:** Our new Director of Family Ministries is someone who will be excited to create and coordinate new programs, work across generations, and be skilled in creating relationships both within and without the congregation. They will plan and implement curriculum and events, helping publicize and coordinating volunteers. They will be supported primarily by the Rector, Formation Team, and families in this endeavor.

**About St. James:** St. James is a parish with traditional worship and progressive values. Our youth include members of the LGBTQIA+ community and our programs will welcome them and all people. St. James cares deeply about a strong music program and has a history of giving good support to youth programs – though in recent years these have not been combined. The congregation is largely older with several families of high school aged children and several with very young children. It responds very well to intergenerational programs and enjoys supporting each other and getting to know members they don't know as well.

**Responsibilities:**

- Implement new Godly Play program - support and recruit teachers, make sure supplies are available
- Attend Trainings as needed for Godly Play and Journey to Adulthood (J2A)
- Assist Rector in Leadership of Confirmation Class
- Prepare new Rite 13 class to begin fall of 2024
- Plan and help coordinate Intergenerational Events
- Direct or assist in direction for annual Christmas Pageant
- Provide pastoral support for families and communicate concerns with the Rector
- Help publicize programs for youth and families in and out of the church
- Report to and work with members of the Formation Team
- Meet weekly with the Rector
- Complete other tasks as assigned by Rector

**Qualifications:**

- Energy and Passion for sharing God's love and building relationships through learning and common experience
- Belief that God loves everyone – no exceptions. Must work to include LGBTQIA+, different races, and income brackets in all events
- Experience working with children, youth, and families, preferably in a church setting
- Strong communication and interpersonal skills and having a reliable self-directed work ethic
- Satisfactory background check and completion of both professional development and Safe Church training

- Experience with Episcopal Church a bonus but not required