



Job Title: Director Youth & Family Ministries

Position Type: Full-time

Reports to: Senior Pastor

Supervises: Director Children's Education

Job Summary:

Winnetka Congregational Church, a non-denominational Protestant church on Chicago's North Shore, is seeking a full-time Director of Youth & Family Ministries. We have an active membership of about 400 and an average Sunday attendance of about 100. In alignment with WCC's values and beliefs, the Youth and Family Ministry Director will lead, develop, and oversee the children, youth and family ministries. We believe that families come in all shapes and sizes and desire to create a welcoming environment for everyone. This role reports to the Senior Pastor and is responsible for creating an engaging environment where children, youth and families can connect with God, build meaningful relationships, and develop a heart for service. The Youth & Family Director will work closely with church leadership, staff, and volunteers to align this ministry's efforts with the church's vision.

Key Responsibilities:

- **Program Leadership and Development:**
 - Plan, organize, and lead weekly youth church school, confirmation, social gatherings, Bible studies, and small groups.
 - Create a calendar of opportunities throughout the year for families, youth and children to engage with the church and each other.
 - Supervise the children's education and nursery coordinator ministry ensuring program and curriculum alignment and connection with the youth and family ministries.
 - Develop and implement engaging programs that encourage spiritual growth, fellowship, and service including the Mission Trip, Family retreats , Advent/Christmas activities such as the Pageant, Gift Fair and Wish Tree Coordinating with children, youth and families for their participation. Coordinate activities and needs with the children and youth committee.
 - Create a safe and inclusive environment for all children, youth and families to explore and grow in their faith.
 - Coordinate set-up needs with the communications assistant and pastors.
- **Teaching and Discipleship:**

- Prepare and deliver biblically-based messages and lessons relevant to children youth and families. Prepare and conduct weekly children's message for Sunday worship.
- Guide youth and families in understanding and applying Christian principles to their daily lives.
- Develop and nurture small group leaders to facilitate discipleship within the youth and family ministries.
- **Mentorship and Pastoral Care:**
 - Build relationships with youth and families, offering support, guidance, and invitations for pastoral care when needed. .
 - Be available to support individual counseling, mentorship, and crisis intervention as needed.
 - Partner with parents to support the spiritual growth of their children.
- **Event Planning and Outreach:**
 - Organize retreats, camps, service projects, and the annual mission trip that promote spiritual growth and community. This includes planning for and overseeing fundraising efforts for these activities.
 - Develop outreach activities to engage youth and families in the local community and invite new students and members to participate.
 - Encourage youth and families to be involved in church-wide activities and worship services.
- **Volunteer Recruitment and Training:**
 - Recruit, train, and mentor a team of adult volunteers to support youth ministry efforts. Provide leadership and oversight to staff and volunteers within youth and family ministries, fostering a collaborative, positive team culture.
 - Provide leadership development opportunities for both youth and volunteers.
 - Meet monthly with children and youth committees to garner support for ministries.
- **Safety, Administration and Communication:**
 - Ensure that all ministry activities follow the church's safety policies and best practices.
 - Oversee Safe Church background checks and training for volunteers to provide a secure environment.

- Manage the children, youth and family ministry budget and resources effectively.
- Maintain records of family ministry activities, attendance and impact.
- Communicate regularly with parents, volunteers, and church leadership about youth and family ministry activities.
- Maintain an active website, online and social media presence for ministry communication.
- Participate in weekly staff meetings, and 1:1's with leadership.

Qualifications:

- **Education:**
 - Bachelor's degree in Theology, Ministry, Youth Ministry, or a related field (or equivalent experience). This role does not require ordination.
- **Experience:**
 - Minimum of 2 years of experience in youth and family ministry or a related field.
 - Proven ability to connect with and mentor middle and high school students.
- **Theological Alignment:**
 - Strong alignment with the theological beliefs and values of WCC.
- **Skills and Abilities:**
 - Excellent communication, teaching, and relational skills.
 - Strong leadership and organizational abilities.
 - Ability to work collaboratively with church staff, volunteers, and parents.
 - Proficiency in using social media and digital platforms for ministry.
- **Safe Church:**
 - Complete all the requirements of WCC's Safe Church Policy, including receiving and reading a copy of the Policy, acknowledging receipt of and compliance with the Policy, completing an on-line training and authorizing WCC to do a background check on you before you begin employment.

Personal Characteristics:

- A genuine passion for working with youth and families.
- Demonstrates integrity, humility, and a strong personal faith.
- Approachable, compassionate, and a good listener.
- Creative, energetic, and adaptable to the needs of youth and families.

This role is full-time and requires working on Sunday. To apply, please submit your resume to HR@winnetkacongregationalchurch.org.