Evergreen Lutheran Church

Children, Youth, Family and Outreach Minister

Position Description

**Primary Objectives of Position:**

1. To work in coordination with the staff of ELC and her Pastor to provide an atmosphere that will empower youth to articulate, demonstrate and love their faith
2. To guide and support ELC’s volunteers in ongoing and extensive outreach ministry.

To lead programming for various ages of children and youth within the congregation that will bless their lives and lead them to a deeper understanding of the love and grace of God and the necessity to commit one’s life to Jesus Christ and the Church, which is the body of Christ.

To foster adult participation in the programs that ELC offers her children.

To help coordinate and facilitate outreach ministry and support ELC’s many volunteers who serve the needs of the poor, oppressed and marginalized.

**Characteristics and Qualifications:**

The Children, Youth, Family and Outreach Minister (CYF and O) should be a person who:

* Has a mature faith in Christ with a profound commitment to minister to the Church.
* Holds a strong allegiance to the Word of God and the inclusive and affirming theology and tradition lived out in the ELCA and Evergreen Lutheran Church.
* Possesses a deep faith in Jesus Christ, is empowered by God’s spirit, has a strong presence in the community, and demonstrates a lifestyle that inspires youth to want to learn more about God.
* Has strong theological, academic and practical knowledge and the ability to create meaningful studies and conversations.
* Models a behavior of willingness and readiness to embrace and live the challenging questions of faith and life while putting trust in God; helping kids and adults to do the same.
* Is able to recruit, equip, engage and coordinate members of ELC to support youth of all ages and members of ELC stirring in them a heart for outreach ministry.
* Is willing to work collaboratively in a team environment.
* Has developed strong personal organizational and communication skills.
* Has been trained in and has experience providing effective Christian Education for youth.
* Is a self-starter who seeks out opportunities to serve those in need.

**Responsibilities:**

The CYF and O Minister’s responsibilities will include:

* Strive to build an intentional, creative and balanced youth program at ELC that includes service, education, worship, mission and outreach. This will include:
  + Weekly youth group meetings (The Evergreen Disciples: TED)
  + Monthly fellowship and/or service opportunities for High School and Middle School Youth
  + Involvement in Sunday School program as determined by Pastor Vera and the chair of the Board of Christian Education. (other responsibilities attached)
  + Organization of and participation in annual youth retreats, mission trips and other youth activities.
  + Coordinate fundraisers, and on-going fundraising
* Serve the congregation by initiating ministry opportunities to bless those in need:
* Meet monthly with the Board of Christian Outreach.
* Be the boots on the ground for the Board.
* Empower members of ELC to live their faith through Outreach activities created by the BoCo.
* Be the staff liaison to the Mountain Backpack Program.

Other Children, Youth Responsibilities Could Be:

* Recruit, train, encourage and support members of the congregation in their involvement with children, youth and family ministry’s, including: Peer Ministry, Daily Devotions, Sunday School, Day Camp, Mountain Backpack Program and Full Circle Friends.
* Communicate the youth activities and events to the families and the community, through the use of the Mtn. Echo, bulletin, website, social media, and other communication methods.
* Build relationships with youth through one-to-one conversation, sending cards, e-mails, texting, face booking and attending their extra-curricular events. Foster mutual respect at the individual level.
* Attend Rocky Mountain Synod Faith Formation meetings along with other Bible studies, retreats and workshops to stay informed of youth ministry happenings and techniques, and for personal spiritual growth and development.
* Know youth and changes in youth culture and utilize these understandings in ministry.
* Maintain a caring environment that provides nurturing relationships and activities resulting in a welcoming atmosphere of respect, growth, and belonging.
* Work closely with ELC’s staff, the church’s leadership and Pastor.
* Hold regular office hours based on the times when kids are available to meet for conversation and guidance.
* Develop a “college kids” ministry and support the adults who currently spend time caring for them through the college care package ministry.
* Develop worship leadership skills that include assisting, doing children’s messages when needed and preach throughout the year when Pastor asks for assistance.
* Coordinate RTLC Day Camp along with the members of the Board of Christian Education.
* Advocate for our youth to participate in and be involved in all aspects of congregational life and ministries such as serving on committees and being involved in various aspects of worship life.
* Serve as a member on the Board of Youth and Family Ministry & Board of Christian Education.
* Invite Pastor Vera once a month to celebrate Holy Communion at TED gatherings.
* Other duties as assigned.

**Supervision:**

* The CYF Minister will be under the supervision of the Pastor at ELC.
* The CYF Minister will meet weekly with the Pastor of ELC or as often as needed to coordinate ministries and will be expected to meet with the staff weekly.
* The CYF Minister will attend worship regularly and Church Council meetings on a monthly basis.