

## JOB DESCRIPTION FOR YOUTH AND FAMILY COORDINATOR

Lord of the Mountains Lutheran Church is looking for a faith-filled, relational person, willing and qualified, to develop a children and youth ministry. This position will start as a quarter time position with the possibility to increase to a half time, and in time, even to a fulltime position. The job requires 10 hours per week; 4 hours on Sunday morning and the remaining hours in the office.

The candidate will need to be creative, committed to the church and its programs, and willing to spend lots of quality time with children, youth, and their families.

The coordinator will:

- Take time to get to know the people in the congregation, especially families with children and youth.
- Call and meet all young families and invite them to participate in the children and youth ministry.
- Work in collaboration with the pastor and the Sunday School coordinator in creating and planning Sunday school curriculum.
- Be part of the Church Education Team.
- Develop curricula for all ages in collaboration with the pastor.
- Organize a fun activity for kids ages 3-10 once a month, after church or other times in consultation with parents.
- Help organize and participate in occasional family-oriented church events.
- Responds directly to pastor.

Based on the candidate's experience and the needs of the church, the following tasks will be prioritized:

| <u>CHILDREN MINISTRY</u>   | <u>YOUTH MINISTRY</u>  |
|--|--|
| <ul style="list-style-type: none"> <li>*Teach Sunday School twice a month, alternating Sundays with the volunteer teachers.</li> <li>*Coordinate children's sermons and engage other people in doing the sermon.</li> <li>*Present a kids' sermon once a month.</li> <li>*Start a First Communion Class.</li> <li>*Organize volunteers in the congregation.</li> <li>*Organize activities during special church seasons such as: Thanksgiving, Advent, Christmas, Lent, Easter.</li> <li>*Organize and engage the congregation in the Christmas pageant.</li> <li>*Organize and engage the congregation in helping with Camp Compassion</li> </ul> | <ul style="list-style-type: none"> <li>*Start a youth group by contacting all the youth in the congregation and developing a relationship with them, by being part of their life in the church and outside the church (i.e., attend their school games, take them to movies and theatre, etc.)</li> <li>*Start an Acolyte Program.</li> <li>*Organize youth participation in Rainbow Trail/Sky Ranch summer and/or Confirmation Camps.</li> <li>*Organize youth participation in the RMS Youth Gathering once a year, and chaperone them.</li> <li>*Connect with other youth groups in Summit County.</li> </ul> |