



Job Description ¹



Job Title:	Director of Children & Youth Ministries
Reports to:	Associate Pastor
Key Relationships:	Lead Pastor Administrative Services/HR Director Children Ministry Team Youth Ministry Team Leadership Team

Purpose of the Role:

This full-time position nurtures a strong faith foundation for children and youth by cultivating relationships with them and their families and establishing a cohesive discipleship plan and ministry for individuals from birth through 12th grade as an integral part of the church's life and mission. The Director of Children and Youth Ministries is the staff member with primary authority and responsibility for these ministries.

Supervised by the Associate Pastor and collaborating with them, ministry teams, parents, and other staff, the Director provides vision, planning, and hands-on leadership for all programming involving children and youth.

Key Duties and Responsibilities Include but Are Not Limited To:

- Develop, coordinate, and lead children and youth ministries, including:
 - Children's Sunday School (toddler – 5th grade)
 - Tween Group (4 & 5th grade)
 - Confirmation (7th & 8th grade)
 - Youth Group (middle & high school)
 - Summer Programs (Children's Sunday School, Vacation Bible School, Youth events & Mission Trips, etc.)
- Plan and implement ministries that include opportunities for fun, connection, worship, Christian education, mission, and spiritual growth
- Attend staff meetings and lead/attend other related team meetings
- Work with teams and staff to integrate children and youth ministries into the church's broader life
- Recruit, train, and support volunteers for children and youth ministries
- Schedule paid nursery attendants for Sunday mornings and special events
- Build genuine relationships with the children, youth, and their families, and help foster their relationships with one another.
- Facilitate clear, consistent communication with families (email, text, social media, etc.)
- Ensure adherence to the church's Safe Sanctuaries policy.

¹ AI used in the development and editing of this document.

Skills and Qualifications:

- Love God, children, and youth, and have spiritual gifts to share
- A sense of calling to ministry with children, youth, and families
- A foundational understanding of Scripture, Christian faith, and United Methodist theology
- Knowledge of child and youth development with an openness to each person's individuality, background, abilities, and needs
- Demonstrated ability to be a self-starter and lead teams through instilling trust, inspiring others, good organization, clear communication, and flexibility
- Ability to maintain a high level of confidentiality and constructively manage conflict
- Proficiency with computers and social media for communication and planning
- Willingness to work collaboratively with lay leadership, staff, and clergy
- Bachelor's degree or equivalent experience in a related field

Preferred Qualifications:

- Prior experience leading a growing children and/or youth ministry
- Demonstrated success in working effectively with children, youth, and parents, and in volunteer recruitment and team leadership
- Background in program and administrative planning

Other Notes:

- Background check and Safe Sanctuaries certification are required before start date
- Weekends, some evenings, and holiday responsibilities required

Benefits:

- Retirement benefits
- Paid time off (vacation, sick, bereavement, and parental)
- Paid holidays
- Continuing education funds
- Midland First is currently evaluating the possibility of offering healthcare coverage, which may be offered soon as part of our evolving benefits package

Salary:

- Salaried – average 40-45 hours per week
- \$40 – 50 K+, negotiable, commensurate with experience and education

To apply, please submit a cover letter and résumé to Erika Hall (Administrative Services/HR Director) at office@fumcmid.org or call 989-835-6797.