

**Beautiful Savior Lutheran Church**  
**Job Description**

**Hours per week: 40**  
**FLSA: Exempt**

**TITLE:** DIRECTOR OF FAMILY MINISTRY

**REPORTS TO:** LEAD PASTOR

**DEPARTMENT:** MINISTRY STAFF

**JOB SUMMARY:**

First and foremost, the Director must have an active and vibrant faith in and relationship with Jesus Christ, with a passion for serving in family ministry. The Director of Family Ministry will work with the Family Ministry Team to oversee Family Ministry (Children, Youth, and Families) at BSLC, implementing our mission and values. The Director will ensure that families are growing in their knowledge of Biblical truths, are given clear and accessible ways to integrate those truths into the building of their family and are equipped with the tools they need to engage in an ongoing active Christian life. The Director will support parents as well as the whole church body in modeling and developing the faith of families, children, and youth at BSLC, will encourage all families with children to engage in the life of the church with a special emphasis on helping new families find a place to plug in, and will seek to develop clear pathways to help BSLC families connect with families in the community. It is expected and very important that the Director of Family Ministry and the Director of the Preschool develop and maintain a consistent, collaborative relationship for the purpose of creating a supportive and integrated ministry that engages preschool families in the life of children and families at BSLC. The Director must fully support the overall mission of BSLC and our stance as a theologically conservative Bible-based Lutheran Church (LCMS).

**QUALIFICATIONS:**

**Education:** Minimum of Bachelors' degree in family, youth, children ministry or related field; Certification (rostered) as DCE in LCMS preferred.

**Experience:** Minimum one year serving effectively in a leadership role in a congregation's family, youth, and/or children's ministry.

**Knowledge/Skills:**

- Excellent written/verbal communication and interpersonal skills to be able to interact effectively, tactfully and diplomatically with a broad spectrum of people.
- Demonstrated ability to organize and prioritize work with attention to detail and follow-through.
- Ability to work independently, utilizing sound judgement/decision-making skills.
- Proficiency with current technology and social media.

**BSLC'S VALUES IN ACTION:**

Follows guidelines set forth in BSLC's Mission, Vision and Values.

## **GENERAL ACCOUNTABILITIES AND ESSENTIAL FUNCTIONS**

1. **BUILD RELATIONSHIPS:** With the support of the Family Ministry Team, facilitate the development of healthy and safe relationships between each BSLC young person and multiple adults in the church.
2. **VOLUNTEER RECRUITMENT, TRAINING AND SUPERVISION:** With the support of the Family Ministry Team, oversee and encourage all hands-on adult volunteers to ensure that efforts are coordinated to maximize effectiveness. Prepare and release volunteers to joyfully and effectively do the ministry.
3. **PROGRAMS:** With the support of the Family Ministry Team, ensure that all details of the family ministry, along with weekly and special events, support the mission, vision and values of BSLC.
4. **LEADERSHIP:** Function in a team role with all staff, while focusing on leadership of family ministry (Children, Youth, and Families). The director is a partner in the full work of the church and not only responsible for their “area.” The staff is a collaborative team seeking to integrate ministry while supporting each other. The position has flexibility as the ministry is led by the Holy Spirit.

## **COMPETENCIES**

If competencies are required for this position (either by regulation or law), competencies will be identified and assessed by the supervisor according to required timeframes.

**The above accountabilities represent work performed by this position and are not all-inclusive. The omission of a specific accountability will not preclude it from the position if the work is similar, related, or a logical extension of the position.**

- Please attach a resume of prior professional and volunteer positions and education applicable to this job, and at a minimum include all work history of the past 10 years.
- Please answer the questions in this application.
- Please provide four references. Providing a reference is considered permission for us to contact them and anyone they recommend.