

**GRANITE FALLS LUTHERAN CHURCH**  
**Job Description for the**  
**Coordinator for Children, Youth and Family Ministries**

The Coordinator for Children, Youth and Family Ministries works alongside the Youth and Adult Education Committee in all the faith formation activities of the congregation pertaining to children, youth and families. This is accomplished by building relationships and instilling in all a sense of belonging as beloved children of God.

Position: part time position, accountable to the Lead Administrative Pastor, an integral part of the staff team, working alongside the Youth and Adult Education Committee.

Hours: up to 20 /wk

Compensation: \$15 - 20/hour depending on experience

The Coordinator for Children, Youth and Family Ministries shall:

- help our children, youth and families grow in their relationship to God and each other.
- work alongside the Youth and Adult Education Committee to secure teachers and volunteers, plan curriculum and select materials, and run the Sunday School and VBS programs.
- work alongside the Youth and Adult Education Committee to encourage and coordinate youth participation in retreats, summer Bible camps, the Southwestern MN Synod Junior High Gathering and Senior High Gathering, the ELCA National Youth Gathering, Mission Trips, and other faith forming and relationship building activities.
- work with and assist the Pastors in providing an effective Confirmation program for the 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> grade, preparing 10<sup>th</sup> graders for Affirmation of Baptism.
- coordinate the Acolyte program.
- assist the pastoral team in planning worship that is welcoming and inclusive to people of all ages, especially children, youth and young adults.
- seek to involve young people in worship and all aspects of the life of the congregation, building community and developing leaders.
- be open and inviting to children, youth and families who don't have a church home.
- participate in weekly staff meetings as their schedule allows.
- use technology appropriately to communicate, promote, and engage.

This position requires:

- availability to the activities in the life of the church and availability and openness to children, youth and their families.
- attention to setting good boundaries.
- proficiency in technology.
- strong organizational skills.
- a love of people, especially children, youth and their families.
- modeling a life of faith in God that invites and inspires others.
- Adherence to the Staff Policy Manual and the safety policies for children established by Granite Falls Lutheran Church.

A background in the Lutheran faith and experience with children, youth and education is desirable.

A hire for this position is contingent on a successful background check.