

CHILDREN, YOUTH, AND FAMILY MINISTER

JOB DESCRIPTION

Grace Evangelical Lutheran Church
Boone, North Carolina

Position Title: Children, Youth and Family Minister

Time: Part-Time, averaging 50 hours per month

Rate of Pay: \$1,000 per month

Reports to: Pastor Steve Troisi

Position Purpose: This position is responsible for leading and supporting deeper engagement in regular faith formation activities for youth, children and families in the congregation.

Primary Position Responsibilities:

- Collaborate with the Pastor to create a regular schedule for Faith Formation for youth and families.
- Be present on Sunday mornings and large congregational events to connect with youth, children and families and encourage their participation in activities.
- Communicate with the Office Administrator and Facilities Manager to ensure information and sign-ups are distributed and the building is prepared.
- Lead events/activities/service projects for high school youth at least once a month.
- Lead events/activities/service projects for all youth (Middle and High School) about once a month.
- Collaborate with Pastor Steve to facilitate confirmation instruction at least once a month, providing support with meals, games, etc.
- Lead events/activities/service projects for children and families at least once a month.
- Help families to sign up for regular retreats, camp, day events, etc. offered through the ELCA, NC Synod, High Country Coalition, ecumenical partners, etc.
- Oversee Nursery Coordinator and Faith Formation Intern(s).

Grace Staff Core Competencies:

- **Professional Skills:** Skilled in job-specific knowledge that is necessary to provide the appropriate quantity and quality of work in a timely and efficient manner.
- **Accountability:** Demonstrates responsible personal and professional conduct, which contributes to the overall goals and mission of Grace Evangelical Lutheran Church.
- **Relationships:** Interacts effectively with others to establish and maintain smooth working relationships and to ensure expectations are met.
- **Communication:** Effectively communicates by actively listening and sharing relevant information with staff, congregation members, and others in order to contribute to the overall effectiveness of communication within the Grace community.

Name

Date

Steve Troisi, *Senior Pastor*

Date