

## Faith Lutheran Church



1115 Combie Rd.  
Meadow Vista, CA 95722  
www.faithmv.net  
530-878-1870

The Reverend Charlane Lines  
Pastor  
530-488-0276 (cell)

Ms. Carol Davies  
Administrative Assistant  
530-878-1870

Ms. Janine Dexter  
Director of Music  
530-878-1870

# YOUTH AND FAMILY DIRECTOR JOB DESCRIPTION

---

## POSITION SUMMARY

The Youth and Family Director ('YFD') is a part-time staff position (20hrs/wk). The YFD will promote the integration of our youth into the full life of the Faith Lutheran congregation. The YFD will work with existing ministry teams for the purpose of providing opportunities to participate in the life and worship of our church.

The YFD will develop of programming, fellowship, and service and worship opportunities; coordinate with the youth education teams; and, encourage volunteers and parents to provide fellowship and faith building activities.

---

## PRINCIPAL ACTIVITIES

1. Coordinate with staff and the youth education team for effective ministry.
  2. Provide work and service projects inside and outside the congregation, including bible study and other topical studies in the areas of faith and life issues, social justice and social responsibility for our youth at multiple developmental levels.
  3. Initiate, develop and maintain a personal relationship with the youth and their families through a variety of activities.
  4. Work with the youth education team to recruit, develop and encourage volunteers and parents to provide fellowship and faith building activities.
  5. Provide leadership in the integration of the youth into worship and other ministry areas at Faith Lutheran; with other local churches; and at ELCA events.
  6. Regularly participate in weekly worship and fellowship at Faith Lutheran and encourage youth to do the same.
  7. Submit announcements to the Faith Lutheran Church ('FLC') newsletter and the calendar of events, as needed.
  8. Attend weekly staff meetings.
  9. Assess effectiveness of youth and family programs and provide recommendations for improvement to the Pastor.
  10. Coordinate and attend annual events to foster and build intergenerational fellowship and outreach, including, but not limited to, summer day camp, youth fund-raiser, and Homecoming Sunday.
- 

## ESSENTIAL QUALIFICATIONS

1. Good communication and interpersonal skills across an intergenerational community
2. Organization and time management skills
3. Ability to identify issues, use discretion, and maintain good boundaries and confidentiality
4. Some level of experience working with students and/or families in a Christian ministry setting
5. Ability to adapt to flexible work hours

## OTHER QUALIFICATIONS

1. Proficient in technology
2. Self-motivated
3. Appreciation of music in youth and family ministry and/or music skills, preferred
4. Some college course work in youth development and behavior, preferred

## POSITION REQUIREMENTS

1. 2-year commitment
2. Pass a background check
3. Participation in continued education opportunities related to position
4. Work schedule includes weekend and some evening hours
5. Occasional travel



**Evangelical Lutheran Church in America**

God's work. Our hands.