

Director of Children and Family Ministry Holy Trinity Lutheran Church

Holy Trinity Lutheran Church, a congregation of the Evangelical Lutheran Church in America (ELCA) is a vibrant, growing, urban faith community in the Longfellow neighborhood of South Minneapolis. We are nurtured for our life and ministry together through participatory worship, a strong music program, prophetic preaching, and varied educational and relational opportunities. We welcome, with no exception, all people to the full life of this community of faith.

We are seeking a new Director of Children and Family Ministry who will work with the staff and members of Holy Trinity to provide meaningful experiences for families and children (birth-Grade 6) in worship, community, learning, service, justice, and care.

Position Summary:

This is a 1/2-time (20 hours per week) position that will have primary responsibility for faith formation programs for children (birth-Grade 6) and some support for older youth programs. This involves Sunday morning programming, summer learning opportunities, occasional retreats and workshops, and other opportunities to support children and their families.

Responsibilities:

1. Work with the Children and Family Ministry Committee and attend monthly meetings.
2. Develop and coordinate faith formation programming for children, birth through Grade 6, including existing Sunday programs: Grace Time (3-year-olds), Godly Play (age 4-Grade 1), and Trinity Village (Grades 2-6)
3. Recruit, train, and support teachers for children's ministry.
4. Work with Children's Music Director in preparing and leading the annual Advent-Christmas program.
5. Coordinate summer programming for children Pre-K-Grade 6.
6. Maintain enrollment records and attendance.
7. Oversee the church nursery and coordinate its staffing.
8. Recruit and train acolytes to serve in worship.
9. Work with the pastors to make arrangements for communion instruction for children.
10. Work with Children and Family Ministry Committee to plan intergenerational retreats. Currently we hold one summer retreat and one winter retreat.
11. Coordinate Parents' Night Out events.
12. Provide a support role for fellowship events for Grades 6-12.
13. Participate in weekly staff meetings and occasional staff retreats.

Skills and Qualifications:

1. Education in ministry or theology (bachelor's, master's, or certificate) preferred.
2. Experience in children's ministry.
3. Strong commitment to the Christian faith and to the mission of Holy Trinity Lutheran Church.
4. Commitment to Holy Trinity's RIC stance and comfort with diverse family structures.
5. Ability and willingness to work in a collaborative environment.
6. Willingness to learn, adapt, explore.
7. Creativity.
8. Ability to meet deadlines.
9. Self-motivated.
10. Effective interpersonal and written communication skills.
11. Computer competence in word processing and internet applications.
12. Ability to dedicate 20 hours per week, including evening and weekend hours.

Reporting Relationship:

The Director of Children and Family Ministry reports to the Lead Pastor and will also work closely with the Director of Children's Music. As a member of the staff, this person will work collaboratively with other staff members, the church council, and the congregation.

Compensation to follow Minneapolis Area Synod guidelines.