

Coordinator of Children, Youth 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 value intergenerational community and seek to be a public witness to God's dream of justice and peace in our world. We welcome, with no exception, all people to the full life of this community of faith and are a Reconciling in Christ (RIC) congregation.

We are seeking a Coordinator of Children and Family Ministry who will work with the pastors, staff, and members of Holy Trinity to schedule and arrange for meaningful experiences for families and young people (birth-Grade 12) in worship, community, learning, service, and care. This position will work collaboratively with pastors and committees in developing programming but will have primary responsibility for administration and communication relative to children, youth, and family ministry.

Position Summary:

This is a 1/2-time (20 hours per week, including some evenings and weekends) program staff position that will have primary responsibility for coordinating faith formation programs for children and youth (birth-Grade 12) and families. This involves arranging for and communicating about Sunday morning programming, summer learning opportunities, occasional retreats and workshops, and other opportunities to support children and their families. While the position has primary oversight, direct participation in each of these events will not always be necessary.

Responsibilities:

1. Coordinate ministry programs for children and youth (birth-grade 12), working with volunteer committees.
2. Recruit and equip volunteers for children and youth programs.
3. Communicate with families and the congregation as a whole regarding children and youth programming.
4. Collaborate with other staff members, attending week staff meetings.

Skills and Qualifications:

1. Commitment to the Christian faith and to the mission of Holy Trinity Lutheran Church.
2. Commitment to Holy Trinity's RIC stance and comfort with diverse family structures and cultures.
3. Ability and willingness to work in a collaborative environment.
4. Willingness to learn, adapt, explore.
5. Effective interpersonal and written communication skills.
6. Computer competence in word processing and internet applications.

Reporting Relationship:

The Coordinator of Children and Family Ministry reports to the Lead Pastor and will also work closely with the Director of Youth 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.