

SOAPSTONE UMC

Director of Family Ministries An effective director will develop and nurture a ministry for all types of families, striving to guide, nurture, and support all people as they grow as Christian disciples. The director must pay attention to family circumstance, understand the home as a setting for spiritual formation, and provide relevant and intentional ministry for all families through the church and in the community. All ministry must address basic human needs as well as provide opportunities for faith formation, service, and witness. The family ministry director will work to provide family members opportunities to grow in their relationship with God and respond to that relationship faithfully in the church and the world.

Spiritual Gifts and Qualifications Helpful for the Job

This ministry director benefits from having one or more of these spiritual gifts: servanthood, teaching, exhortation (encouragement), leadership, administration, helping, and shepherding. This leader should show evidence of passion for family ministry, prior effective ministry leadership, and active and growing discipleship.

Useful skills for this position are strong communication skills, the ability to listen to and communicate with people of all ages, and the ability to work with other ministry leaders, the ability to delegate responsibility and follow up to complete tasks. Knowledge and respect for The United Methodist Church and its history, doctrine, and theology, is also important.

This leader should show genuine interest in responding to the hopes and concerns of all families in the community so that all family units (single and multiple people) are affirmed and ministry is launched for transformation of the community.

Responsibilities of the Position

- The director will maintain a healthy and growing spiritual life and will lead other teachers and leaders to do the same.
- The director of family ministry will be attentive to the hopes, concerns, and needs of families of all configurations in the community to determine how the congregation might serve them and how they might serve one another as Christian disciples and good neighbors.
- The director needs to be familiar with the congregation's overall goals and how they are achieved through the congregation's ministry with families.
- This leader will encourage extending the goals of the congregation to include all types of families.
- The director will be an advocate for all kinds of families, educating the congregation and community about the forms of family life in the twenty-first century, and encouraging families with resources for Christian living.
 - This leader will work with others to plan and carry out ministry with families in a varied and wide-ranging program that includes worship, study, fellowship, service opportunities, and so forth.
 - The director will build networks with community organizations and people to connect the congregation with the community for a strong program. The director will look for new ministry opportunities.

- The director will guide the work of the family council (if organized) throughout the year, including planning its agendas and presiding at its meetings.
- The director will work with other leaders to learn about curriculum and other resources available for families in order to help people select appropriate resources for study and growth.
 - The director will encourage other ministry leaders of the congregation to understand and make all ministries applicable and relevant to varying types of family units.
 - The director is accountable to the charge conference through the church council.

Specific Tasks

- Providing general direction, guidance and vision for Christian education such as Sunday school, youth fellowship, Bible studies, prayer groups and special programs, at times coordinating with other committees.
- Overseeing planning, coordination, volunteer recruitment and training for activities including seasonal activities (Lent/ Easter, Vacation Bible School, Fall Festival and Advent/ Christmas).
- Recruiting and providing general direction, guidance, and vision for the youth ministry and Youth Ministry Advisory Council with a focus on empowering youth leadership.
- Recruiting and providing general direction, guidance, and vision for children's ministry and Children's Ministry Advisory Council.
- Creating, implementing and administering appropriate policies, procedures and rules to ensure the safety of all persons; to include Safe Sanctuary policies and procedures.
- Administration of children and youth ministry tasks including performance of volunteer background checks, evaluation and purchase of appropriate resources and educational materials including curriculums and supplies.
- Establishing and using feedback systems for regularly assessing program effectiveness.
- Making recommendations to the Senior Pastor regarding issues that may need to be addressed for the future development of the church ministries. Accepting supervision and coaching from the Senior Pastor.
- Provide leadership and methods to evaluate all ministry efforts of your team.
- Encourage the creativity and development of leadership skills in your team members

Additional Responsibilities

- Attend and participate in weekly staff meetings, contribute to Soapstone UMC communications channels such as monthly bulletin, church website, social media postings, narthex monitors, bulletin boards
- Support of the administrative and connectional life of Soapstone United Methodist Church
- Chaperoning or directing youth retreats and mission trips, as required. Responsibilities will require some weekend and out of normal church hour work.

(content borrowed from UMC.Org Discipleship Ministries and the Galilee UMC job description for this position)