



# Family Minister

## Job Description

Location: Denver, CO  
Salary: \$56,784 annual  
Hours: 40 hours/week

### **Purpose**

*To provide vision, leadership, and organization for the health and spiritual growth of the Church's children and youth, by growing existing programs and expanding relational ministry efforts within the scope of these key values: relationships, scriptural study, diversity and inclusion, discipleship, and community service.*

### **Qualifications**

- Minimum of a BA degree in a related field
- Children's and/or Youth Ministry experience
- Mature connection to Christ
- Passion to lead kids and youth with equity and a value on social/racial justice
- Proven ability and experience interacting and relating well with parents, volunteers, other staff, and kids
- Strong relational ministry skills and organizational/time management skills

### **Commitments To**

- A deepening relationship with Jesus Christ
- Prayer
- The mission, Ethos, and Community Covenant of the Church

### **Leadership**

- Supervised by a co-pastor
- Supported by a team of POC leaders, to whom co-pastors are accountable in areas of race/privilege
- Works closely with parents, volunteers, and kids
- Supervises Children Soul Care Coordinator(s)
- Supervises Youth Associate(s)

### **Primary Responsibilities**

- Cultivating relationships with parents, teens, and kids by knowing their names/families, understanding their needs, and praying for them regularly
- Curating curriculum which aligns with the church's theology & Ethos, and spans the arc of development from age 0 to age 19
- Recruiting, training, and supporting a robust group of volunteers to serve all age groups
- Providing leadership, inspiration, and training to Children's/Youth Support Staff Team
- Administrative leadership: budget management, communications, and classroom curation

## **Overview Breakdown of Responsibilities**

- Families/Pastoral Care: (5-10 hours)
  - Connecting relationally with the parents of all the Church children: initiating conversations, home visits, praying for and with parents
- Volunteers: (5 hours)
  - Recruiting, screening, training, and caring for a large team of volunteers through building relationships; initiating conversations/direct one-on-one asks
- Communication: (2-3 hour)
  - To parents via e-newsletter; To broader community to ensure full integration of kids and youth within the life of the Church
- Vision/Future Initiatives: (2-5 hours)
  - Vision casting, planning, strategizing, and executing for future programs, projects, and curricula (VBS, parent-focused small groups, parents-night-out, mid-week program)
- Curriculum: (5-6 hours)
  - Responsible for the purchase/creation of curriculum which aligns with the Church's theology, values, and ethos.
- Oversee Coordinators & Associates: (4-5hours)
  - Come along-side support for Children's & Youth Staff, ensuring support for recruiting, managing, and training teachers for the curriculum, train in relational ministry
- Staff Meetings: (2-3 hours)

## **Salary and Benefits:**

- \$56,784 annual salary (\$27.30/hour for 40 hours/week)
- Employer subsidized group health insurance coverage
- 15 days PTO each year
- 10 paid holidays
- up to 3 (consecutive) Staff Intensive Study days annually (approved by co- pastor)
- 12 week sabbatical every 5 years, as approved by the Leadership Council
- eligible for housing allowance tax benefit