

Children and Youth Minister

Reports to: Rector/Pastor

Effective: August 2021

Directly Supervises: Children and Youth Ministries Volunteers and Participants

Status: Part-time, 15 hours/week

FLSA: Hourly, \$18 per hour

Job Summary:

Christ Episcopal Church is a “Diverse Community Growing in Faith”. As a congregation we believe that God calls us to grow in faith and to serve others. Because of this, we prioritize providing meaningful formation for God’s people. Like many faith communities, we were profoundly disrupted by the COVID-19 pandemic, and now seek to rebuild our community in new ways. In order to rebuild community and to continue to grow in our faith, we prioritize multi-generational opportunities for formation. While this is a Children and Youth Minister position, the job will require working closely with our pastor and volunteers, to build meaningful formation for people of all ages.

Christ Episcopal Church truly is a diverse community, with members of our congregation drawing on many different countries, and ethnicities. Christ Episcopal Church was founded in 1850, and we draw on our rich history to continue to worship and serve God moving into the future. You can learn more about Christ Episcopal Church at our website: www.christchurch-woodbury.org.

Our Children and Youth Minister will join a small, but dedicated staff that works together well and networks on behalf of the congregation. The Children and Youth Minister (CYM) will provide dynamic leadership and oversight to the Children and Youth Ministries at Christ Episcopal Church, helping both volunteers and participants to grow in their life in Christ.

Job Functions:

- Support and equip children and youth for ministry.
- Meet with families and volunteers as needed.
- Work with Pastor and volunteers to develop and implement a confirmation class and celebration, every two years, or as needed.
- Work with Pastor and volunteers to design, implement, and evaluate multigenerational formation opportunities.
- Build rapport and relationships with youth of all ages, and with the help of volunteers, coordinate a youth group, as needed.

- With the help of volunteers, coordinate annual Vacation Bible School, for ages 10 years and younger, as needed
- With the help of volunteers, coordinate Summer Stretch program, for ages 10 and up, as needed.
- Advertise and encourage youth participation in Episcopal Church in Minnesota (ECMN) events, such as Teens Encounter Christ (TEC), summer camps, teen retreats and service projects with other churches, etc.
- Seek annual feedback and review from volunteers and program participants, about how multigenerational formation can be improved.
- Recruit volunteers for multigenerational formation opportunities.
- Support and equip existing volunteers for ministry, including coordinating volunteer training (such as Safe Church Training), as needed.
- Schedule and communicate with volunteers as needed.
- Provide targeted and direct communication with children and youth and their families, including activity announcements.
- Provide written updates of Children and Youth Ministries for The Good News, Facebook, and other Church communication outlets, as needed.

Other Responsibilities:

- Attend no fewer than three congregational worship events per month.
- Attend monthly staff meeting.
- Meet regularly with the Pastor, no less than once per month.
- Network with other Children and Youth Ministers in the community and with other congregations to develop and share resources, ideas, and support.
- Attend the monthly Episcopal Church in Minnesota Youth Ministers Network meeting.

- Direct vestry liaison on Formation Committee to provide a written monthly report to the vestry.

Minimum Qualifications:

- At least three years experience with formation, within a congregational setting, or equivalent experience.
- Demonstrated leadership and good interpersonal relationship skills.
- Willingness and ability to successfully pass a background check.

Physical Requirements:

- Able to move freely in and out of different ministry settings (classrooms, camps, churches).

Core Competencies:

Multigenerational Relationships. The ability to engage and interact with people of all ages in age-appropriate and sensitive ways. Able to be genuinely curious about and interested in people of all ages, while also having an appropriate sense of humor and fun.

Developing volunteers. Able to identify gifts for children and youth ministry and to recruit capable people into volunteer positions; delegates appropriately; builds people up; maintains open and active dialogue with volunteers; communicates expectations clearly and holds people accountable; engages people in their areas of giftedness and passion.

Project Management. The ability to utilize other people's skills and talents and to delegate as needed. Able to keep projects and plans moving forward, and to motivate and engage volunteers.

Interpersonal Relationships. Relates well to all kinds of people, of all ages, inside and outside of congregation; has a warm demeanor and builds appropriate rapport; builds effective and constructive relationships; uses diplomacy and tact; is regarded as a team player, steps in and volunteers when needed.

Networking. Creates and strengthens relationships with other people, congregations, communities; is open to other people's ideas and feedback; seeks other people's opinions and advice; able to work well with congregational and diocesan leaders.

Trust and Integrity. Is widely trusted; seen as direct and truthful; admits mistakes; adheres to an appropriate and effective set of values during good and bad times; acts in line with those values; practices what he or she preaches.

Communication. Is able to deliver a message clearly, articulately and with appropriate emotion in a variety of settings; demonstrates communication styles appropriate to the situation at hand; clearly delivers both written and verbal messages in a tone appropriate to the context.

The deadline for applications is August 25, 2021. Please send a cover letter and resume to The Rev. Anna Doherty at rector at christchurch-woodbury.org.