



Director of Children's & Family Ministry

Position Type: Exempt, Salaried
Category: Full-Time
Classification:
Reports to: Executive Pastor

ORGANIZATIONAL OVERVIEW

At St. Luke's United Methodist Church, we are an open community of Christians helping people find and give hope through Jesus Christ. We are committed to our community on the northside of Indianapolis and have seen our reach grow regionally and beyond through our digital presence. With a membership of over 6,000 we are the largest United Methodist Church (UMC) in Indiana and one of the largest in the U.S.

People are attracted to St. Luke's for our values: Our commitment to live the mission of the UMC, "To make disciples of Jesus Christ for the transformation of the world" and living the Christian faith in a way that is open to everyone - regardless of their gender, race, ethnicity, sexual orientation, nationality, disability, or socioeconomic background. As a church we are working to ensure that our congregation and its leadership represent the diversity of the community in which we are located. We are dedicated to including women, people of color, and LGBTQ+ as staff and in positions of leadership and decision making.

POSITION OVERVIEW

The Director of Children's & Family Ministry oversees the entire children's ministry team, providing ministry to children and families starting from birth through 4th grade. Over the course of a year, some 700+ unique children (pre-Covid) will attend our Sunday morning programs, with an average weekly attendance around 250 children & volunteers (pre-Covid). The children's director also provides oversight to our weekday early childhood program (serving 250+ families (pre-Covid) in our church and community) and directs multiple community events throughout the year that together provide touchpoints to thousands of our neighbors. Our church has followed an "Orange" philosophy since 2010 with a high emphasis on parent engagement and holistic family ministry. Our children's team works in close coordination with our youth ministry team to implement a comprehensive plan of faith development from birth through young adulthood.

RESPONSIBILITIES

- Build & empower effective teams at all levels of children's ministry: staff, leaders, volunteers (adults & youth). Resource leaders with engaging curriculum and ongoing support and training.

- Cast the vision for children’s ministry & family within the wider St. Luke’s community. Find new & creative ways to share the story and impact of our ministry, and create pathways for new volunteers to join in.
- Set the direction for faith development at each age level, and own the execution of all key events and retreats that are designed to mark a transition in a child’s life or to catalyze their faith development.
- Partner with Adult Discipleship to design intentional ministry with parents and caregivers, build small groups where parents can find mutual support, and provide resources to help prompt faith conversations at home.
- Manage the major events that we implement as a team for families in our church and broader community (Easter Egg Hunt, VBS, etc.). Seek out and create new opportunities for fellowship & outreach to families in our community.
- Manage the day-to-day “business” of the children’s department—budget, communications, relationships with other staff departments, etc., keeping an eye on resolving conflict with other staff as necessary.
- Oversee the weekday Early Childhood program; create visible bridges between the church and the program, in order to engage weekday families and staff in the wider vision of St. Luke’s UMC.
- Work with Youth & Student Ministries to create intentional strategies to help families/children transition between life stages. With the Youth Director, uphold all standards/policies for the protection of all children as well as the care of children with special needs.

QUALIFICATIONS

Demonstrate passion about the Christian faith, actively seek to grow in personal relationship with God, and be committed to the mission and purpose of St. Luke’s.

- Minimum of 3- to 5-years of experience in children’s ministry or a related field.
- Bachelor’s degree (preferably in ministry or education/child development).
- Experience working in a large church setting (working with multiple-staff management and organization)
- Requires Weekends & some evenings.
- Embraces ministry to families from all walks of life (including those with same-sex parents)
- Communicates effectively; Highly Organized; Is a team player as well as a “leader of leaders”
- Passionate about the Christian faith, actively seeking to grow in personal relationship with God
- Committed to the mission and vision of St. Luke’s UMC.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.