

Director of Middle School Ministry (Part-Time/Full-Time)

11/2/2023

Vision for Mission Statement: Bethel Lutheran Church is a place for all people to CONNECT with others, to intentionally GROW their faith, and in turn, to put our faith into action and SERVE others as Jesus directs us.

Supervised By: Pastor Ladd Sonnenberg

POSITION SUMMARY: The Director of Middle School Ministry provides a leadership role in developing and implementing a comprehensive ministry program for sixth through eighth grade youth. The Director of Middle School Ministry shall seek to foster Christian community through the building relationships with young people in a way that strengthens their commitment to the church and that grows their faith in Jesus Christ.

MAJOR RESPONSIBILITIES:

- Function as a primary staff person relating to youth, providing leadership for ongoing ministry opportunities for students to grow relationships with one another, with the greater congregation, and with God.
- Gift for dreaming and visioning new ideas that will foster connection to Bethel's Youth Ministry programming that will continue as they advance to high school.
- Compile and/or write a comprehensive curriculum for Wednesday night programming for grades 6-8.
- Plan, implement and lead age-appropriate activities for youth that promote community through fellowship, fun, service, and faith development. Such activities might include: retreats, Faith Milestones, mission trips, Vacation Bible School volunteering, ski trips, Feed My Starving Children serving, service projects, and fellowship events.
- Communicate and invite youth and families into program participation.
- Initiate and maintain various ways of communicating and connecting with the youth and their families (email, phone, social media, activities).
- Be visible in our community as a Christian public leader, open to personal interaction with youth and families in these settings where appropriate and possible. Spend time with students outside of Wednesday Night Programming to help strengthen relationships (attending extracurricular activities, going out for ice cream, etc.).
- Partner with the Children, Youth and Family Ministry Team to ensure programs align with and support team and church-wide goals. Serve as a "team player" – supporting youth team where appropriate.
- Collaborate with other ministry areas (including: Lenten meals, Vacation Bible School, worship, etc.) to integrate youth and family ministry into the whole of congregational life. Ensures ministry program scheduling is coordinated with other church activities and that all logistical needs are planned and communicated.
- Maintains financial records and manages program budget in collaboration with Pastor of Children, Youth, and Family Ministry and Business Administrator.

Volunteer Management

- Recruit and train adult, high school, and college age volunteers to work with sixth through eighth grade small groups, events and activities.
- Identify and implement volunteer recruiting strategies; coordinates recruitment and selection process, including application and background screenings.
- Provide initial training and ongoing support to volunteers, including adult volunteers, parents, and high school youth.
- Communicate with and encourage growth in volunteers.

KNOWLEDGE/SKILL/ABILITY:

- Bachelor's degree in Education, Child Development or related field, or experience commensurate with leadership in areas of Christian education, Parish Life, etc.
- Strong communication and presentation skills.
- Familiarity with Microsoft Office.
- Excellent organizational skills and ability to consistently meet deadlines.
- Working Conditions: Requires great flexibility in hours available for work, including evenings and weekends. The actual number of hours required during any given week are those needed to fulfill the responsibilities of the position. Furthermore, it is recognized that the schedule may vary at different times of the year.
- A positive Christian faith and willingness to serve in a leadership role that stimulates the ministry of discipleship.
- A conviction that within His church, God provides all necessary gifts for mission to be realized.
- Commitment to the *Vision for Mission* of Bethel Lutheran Church.

Bethel Lutheran Church and Bethel Highlands Preschool, a nonprofit organization