Director of Children, Youth and Family Ministries

Fort Hill United Methodist Church
106 Oakridge Boulevard, Lynchburg, Virginia 24502
(434) 847-1251 www.forthillumc.com Email: secretary@forthillumc.com

Fort Hill United Methodist Church in Lynchburg, VA seeks a dynamic, innovative, self-starting disciple of Jesus Christ to serve as our church's part-time Director of Children's, Youth and Family Ministries (CYFM). The Director will give hands-on leadership for the church's overall ministry with Children and Youth, ages birth to 18, and their families, to include Christian Education/discipleship, fellowship, mission programming, and community outreach.

Essential Functions:

*Provides hands-on leadership for our church's overall and ongoing Christian Education ministry with children and youth of all ages, including but not limited to Sunday School, confirmation classes, Wednesday King's Kids, and UMYF. This includes the recruiting, screening, training, supporting and scheduling of needed leaders and volunteers.
*Coordinates the church's nursery ministry, including the recruiting, screening, training, and supporting of volunteers.
*Provides staff support for the CYFM Team meetings; attends FHUMC Council/Finance Team meetings.
*In coordination with the CYFM Team, provides hands-on leadership for annual and seasonal programs/events for Children, Youth and Families (Trunk or Treating, Easter Egg Hunt, Vacation Bible School, etc.) and initiates new programs to grow the ministry and lead the church in connecting more effectively with new families.
*Collaborates with the Pastor, Worship Team and Director of Music Ministries to provide opportunities for Children and Youth to participate in Sunday morning worship in a variety of ways.
*Works with the CYFM Team to plan and manage the budget for this ministry area; Provides administrative leadership for purchases/expenses related to the CYFM, within the limits of the church's approved budget.
*Encourages participation in District and Conference training and events for Children, Youth and Families, and collaborates with other UM churches in the Lynchburg area when possible.
*Communicates with the congregation and community regarding all aspects of CYFM; Works with the Director of Communications and the Administrative Assistant to post information in a timely way through the weekly bulletin, church newsletter, Facebook, church website, appropriate signage and other online platforms.
*Manages the care of all ministry supplies, curriculum and storage spaces related to CYFM, with special attention to cleanliness, organization, and safety.
*Supports the overall vision of the church, and collaborates with other ministry areas to engage the congregation in fulfilling our mission of "making disciples for Jesus Christ for the transformation of the world."

Requirements

*Demonstrates Christian maturity and a living faith as a disciple of Jesus Christ, and understands their role in the context of Christian ministry, in service to God in Christ through the local church.
*A Bachelor's Degree in Education/Christian Education or related field preferred.
*Successful church ministry experience (paid or volunteer) in Christian Education, or Children's and/or Youth Ministry strongly preferred. Must provide accompanying references.
*As part of the Fort Hill UMC family, attendance at Sunday worship is expected.
*Demonstrates good communication skills, with the ability to relate well with children, youth and their parents.
*Reports to the church pastor and the Staff/Pastor Parish Relations Committee as a staff member of Fort Hill UMC.
*Successfully completes the required Criminal Background Check(s); Follows and implements the church's Safe Sanctuary Policy in all aspects of CYFM.

Time Expectation and Salary

The time expectation for this position is 15 hours per week. Annual salary range is $14,000-16,000 commensurate with skills, training and experience. Salary is paid once a month, on the last business day of the month.

Interested and qualified persons may send a resume with a cover letter to the church as follows:
By Mail: Fort Hill UMC, ATTN: CYFM Search Committee, 106 Oakridge Blvd., Lynchburg, VA 24502
By Email: secretary@forthillumc.com with "CYFM Director" in the subject line.