

**Director of Youth
and Family Ministries
Job Description**



Position

A full time, long term member of the vocational ministry staff, reporting to the Lead Pastor.

Purpose

The Director of Youth and Family Ministries (DYFM) oversees and develops the student ministry (6th-12th grade) at Oakwood (50% of time), supports and enhances our partnership with parents of children (infants - 5th grade) (25% of time) and also provides pastoral leadership for the church at large (25% of time).

Student Ministry Responsibilities (50%)

1. **Leadership** – prayerfully supervise and develop our student ministry programs as part of Oakwood’s Gospel-centered life-transforming strategy. Currently 6th-12th graders meet together on Sunday evenings from 5-7:30 p.m., with a winter campout, spring retreat, summer conference / missions trip (alternating summers) and various other events.
2. **Team-Building** – recruit, train, encourage and support PowerHouse leaders including adult volunteers and student leaders, developing a culture of unified collaboration in pursuit of a well-defined vision and strategy.
3. **Disciplemaking** – develop and implement strategies to support parents in raising their kids as followers of Jesus through the teen years and work with adult and student leaders to train students as disciples who own their faith and take responsibility to live it out.
4. **Administration** – maintain and develop an annual calendar of programs and events, clearly and consistently communicating with students, leaders and parents and ensuring that all details are well managed. (There is not currently an administrative staff person to assist with student ministry).
5. **Pastoral Care** - oversee and support the relational shepherding of the students and families of the church. Work with volunteer and student leaders to provide a consistent contacting ministry that regularly reaches out to all Oakwood teens.

General Pastoral Leadership (25%)

1. **Integration** – serve as a dedicated member of the Oakwood Leadership Team, pursuing and supporting the vision and values of the church.
2. **Pastoral Care** - Be available to serve the broader needs of Oakwood as directed by the Lead Pastor, assisting with the worship service, Community Groups, Discipleship Groups, pastoral visits, crisis counseling, pre-marital counseling, weddings, funerals, holiday services, other events etc.
3. **Leadership** - The DYFM will attend monthly elders meetings and church board meetings as a non-voting (ex officio) member of the elder board.

Family Ministry Responsibilities (25%)

1. **Leadership** – work with the Children’s Ministry Coordinator to develop and implement a parent-equipping vision for family ministry. Strengthen Oakwood’s commitment to partner with parents as they raise their children to know, love and follow Jesus.
2. **Disciplemaking** – help integrate Oakwood’s discipleship culture into our Children’s Ministry and the way we support parents as disciplemakers. Empower and equip parents at key milestone moments in the Christian growth of their children: 1) child dedication, 2) salvation, 3) worldview formation, 4) baptism, 5) identity formation, 6) commitment to purity, 7) graduation.
3. **Management** – supervise and support the Children’s Ministry Coordinator as she builds teams and oversees our Sunday morning ministry to children (infants through 5th grade). Work closely with the CMC on additional programs and events such as our Jan-Feb soccer clinics for children, Easter-time outreach, parent-child events, summer sports camp, etc.

Qualifications:

- Mature relationship with Christ and a reputation for godly character, including being a good role model as a husband and parent (if applicable). Heart of a learner with a high regard for the legacy and values of the student ministry (such as high parent involvement).
- A high view of Scripture, passion for gospel-centered ministry and a vision for partnering with parents.
- 1-3 years of student ministry experience, preferably in a paid capacity.
- Strong gifting in leadership and Biblical teaching.
- Relational strengths to work with teenagers, volunteers and families.
- Commitment to the vision, values and beliefs of the church. Embraces the ethos of the EFCA to major on the majors and give freedom in secondary matters.
- Bachelor’s degree required in Bible, Christian Ministry or the like. Masters degree desired in theology and/or ministry from a recognized evangelical seminary.
- Self-motivated and able to initiate projects and work independently.

Expectations:

- Demonstrate professionalism through appearance, attitude and personal interactions.
- Work with other staff members to be supportive of them and their ministries.
- Some office hours are expected and the DYFM must be available for weekly meetings with the Lead Pastor and for weekly staff meetings (currently Monday mornings from 9-11 a.m.). As a full-time staff member all principles and policies from the Oakwood Staff Handbook apply, including the commitment to faithfully work 40-45 hours per week (given our expectation of volunteers who work full time and also serve at Oakwood).
- Model personal and family devotion to Christ by attending and assisting with our weekly worship service and being involved in a Community Group and/or Discipleship Group.
- If not already licensed or ordained with the EFCA, obtain a license leading to ordination by the end of his first year on staff at Oakwood. The title of Pastor will be given upon ordination with the EFCA.
- Find a qualified mentor to provide monthly coaching encouragement and input in the area of Student and Family Ministry. \$50/ month will be provided for this coach.

Organizational Relationships:

- The DYFM reports to the Lead Pastor.
- The Lead Pastor will provide regular feedback to the DYFM regarding his / her performance, along with an annual performance review and a mid-year review.
- Salary range will be \$45-\$60,000 annually (plus benefits), depending on education and experience.
- Benefits include a health insurance stipend equal to the current gold level for Christian Healthcare Ministries (a non-insurance Christian sharing ministry), 2% retirement contribution (with an additional 2% matching opportunity), 7.5% employer FICA contribution, plus a small expense account and funds to attend an annual conference.