

St. Gregory's Episcopal Church

Ministry Description

Family Minister

Reports to	Rector
Number of Hours	FT

Vision Statement for Family Ministry

St. Gregory's seeks to build a highly-participatory Family Ministry that will engage and educate people of all ages, involving as many people as possible, and creating a nurturing, healthy community. The Family Minister is a joyful and exceptional minister who shares these goals, and can build and maintain a Family Ministry that radiates God's grace and equips all people to change the world.

Summary of Family Minister Ministry Description

The Family Minister is responsible for creatively envisioning, developing, implementing, growing, and evaluating faith formation programs and activities for the children, youth, adults and families of St. Gregory's Episcopal Church which foster their faith, deepen their spirituality, provide opportunities to live their faith in the wider world, and build Christian community. This position is also responsible for identifying and equipping adult leaders and mentors, as well as growing a culture that promotes connections between the children, youth, and adults of the parish. The person filling this position must also be able to effectively delegate tasks, build teamwork, inspire volunteers, and take ownership of all aspects of the children's and youth ministries.

Duties include, but aren't limited to:

Vision and Creative Programming

- Work with key volunteers and parishioners, vestry representatives, Rector, staff, and other appropriate parish stakeholders to establish a clear vision, mission, and values for the children, youth, and family ministries which aligns with and fosters the vision of the parish.
- Identify, invite, equip, and cultivate a key leadership team for Family Ministries.
- Collaboratively with the Family Ministries leadership team, the rector and the staff, establish annual program goals and strategies based on the ministry mission and vision, and regularly monitor and measure progress toward achieving those goals.
- In collaboration with the Rector and the Family Ministries leadership team, plan and implement an annual program of children, youth, and family worship and formation activities grounded in a sacramental tradition; outreach activities (including local, national, and international trips as appropriate); retreats; and small group gatherings which are consistent with and foster the mission, vision, and values of the ministry and parish.
- Foster relationships with community, religious, and other organizations as appropriate to further the mission and vision of the ministry and the parish.

Volunteer Leadership and Development

- Identify, invite, cultivate, and equip adult leaders, mentors, and volunteers for the Family Ministry teams, programs, and activities.
- Ensure all leaders and volunteers are properly screened and supervised and act in accordance with the guidelines prescribed in Safeguarding God's Children and People.
- Support all Family Ministry leaders and volunteers by ensuring they have the spiritual support, materials, training, and other kinds of support necessary for them to be effective leaders, and provide annual evaluation/reflection opportunities.
- Identify, invite, cultivate, and equip youth and children to serve in appropriate roles within the parish, including the Family Ministry.

Pastoral and Relationship Development

- Understand the pastoral needs of the children, youth, and families, pray for these needs, and cultivate ways for the parish to pray for them.
- Provide children, youth, and families direct pastoral care as appropriate (in conjunction with the Rector), and resources to nurture healthy families and in times of illness/grief/loss, and regarding family decisions concerning spiritual development.
- Cultivate relationships with the children, youth, and families both in and outside of church –periodically visiting with them, and attending their activities as appropriate.

Communication and Administration

- Develop and implement (in conjunction with Rector and Communications Team) a communications strategy and plan to ensure timely and appropriate communication to all Family Ministry stakeholders.
- Maintain regular contact with children, youth, and their parents through appropriate communications channels.
- Maintain accurate records of children, youth, and families in parish database.
- Develop and maintain program budget for Family Ministries.
- Other duties as assigned by the Rector

Benefits

- Eligible for defined contribution pension plan at start of employment
- Eligible for family medical benefits
- Housing provided in a three bedroom home with utilities covered
- Two weeks of continuing education with funds for professional development