



POSITION posting: Children's Ministry Coordinator

The Children's Ministry Coordinator is a part-time, lay staff position within Gloria Dei Lutheran Church. As we seek to live out our mission to be "Where Neighbors Become Family", we are reimagining our Youth and Family Ministries, led by the Associate Pastor for Youth & Families.

We seek an enthusiastic, organized, team-minded self-starter to join our strong team and help us expand Christian Education & faith formation beyond Sunday School and Vacation Bible School (VBS), focusing on children ages birth to 4th grade.

The Coordinator will champion children's ministries, programs, and related outreach while providing leadership in mentoring faith-formation events, coordinating with all levels of youth ministry, supervising volunteer staff, and aligning programming with other church events.

Your primary focus will be children and their families—both those currently in our congregation and those we wish to attract through fresh outreach efforts. By engaging families, educating parents, and developing appropriate and effective programs for young children and their families, you will reinforce that Gloria Dei is a fun, engaging, and fulfilling place for children. You will promote children's continued involvement as they bridge into other Gloria Dei offerings (i.e. Youth Group, Choir, Tivoli Ministry, etc.).

The Children and Family Ministry Coordinator can expect to:

- lead and direct a multi-faceted program of learning, faith milestones, community life and service for our children and young families.
- bring ideas, skills and enthusiasm to inspire and grow a "sticky" faith in young people that will keep them involved in and contributing to a Christian community.
- reimagine, recruit, train and inspire the volunteer Children's Ministry team.
- in partnership with and through the lay staff team:
 - plan, support, and participate in programs including: Sunday School, VBS, and possibly the First Communion preparation course and/or the Children's Church program.
 - recruit, engage, equip, and review volunteers regularly to ensure that the efforts of all adult leaders are coordinated to maximize their effectiveness.
 - plan and promote new and innovative programs to energize young families.
 - work with the parents and other primary caregivers, as well as the children, youth, and elder members of the congregation to promote family ministry across all facets of the church family and to link the church family together.
- attend church staff meetings regularly.
- ensure that the Safe Church policies and procedures are regularly updated, communicated, trained, and adhered to.
- curate and organize existing and new curriculum materials and educational supplies.
- track spending against budget, in partnership with the Associate Pastor, Youth & Family

This role is part-time, hourly (non-exempt), and is therefore not benefits eligible. The Coordinator will be responsible and subject to ELCA and Gloria Dei policy and doctrine.



Qualified candidates for the Children's Ministry Coordinator role will:

- have a Bachelor's degree, preferably in Elementary Education, Developmental Psychology, Social Work, Christian Education, Youth & Family Ministry or similar degree.
- have up to 3 years' experience in a faith-based preschool, children's ministry, or family ministry staff, or related role.
- a member of the ELCA or a strong familiarity with Lutheran faith is strongly preferred.

Gloria Dei's Children's Ministry Coordinator will:

- be a high-energy leader who celebrates children and can actively engage children and their families.
- have a clear understanding of faith formation and be active in their own faith journey.
- be a team player who is relationally engaged, flexible, and encouraging, with the ability to work with the whole ministry team.
- have a strong work ethic, with superior organizational skills and strong attention to detail.
- demonstrate kind, caring, and respectful interaction with others. This will be a relationally-driven person who wants to build something vibrant by "doing life" with kids, parents and leaders.
- model strong, clear, and age-appropriate communication in front of children, teens, adults and in all writing tasks.
- exhibit proficiency with Microsoft Office suite, including Word, PowerPoint and Excel as well as proficiency in managing Facebook. Familiarity with social media platforms, and experience with Zoom, are a plus.
- show flexibility, adaptability, and creativity to learn new skills and evolve; willingness to attend professional development and networking events.
- demonstrate enthusiasm for the mission and vision of Gloria Dei Lutheran Church, as shown through words and actions.

To apply for this position, please send an email with a resume attached to pastor.josh@gloriadeichurch.org.

