

## **Siler Presbyterian Church**

**Staff Positions :** Family Ministry Coordinator (*Full-time, 40 hours/week*)

**Siler Church Mission:** To glorify God by inviting all into a relationship with Jesus Christ, growing in faith, and serving Christ in the crossroads.

### **Scope and Purpose:**

Siler Presbyterian Church holds ministry to families as a vital component of our life as a faith community. The Family Ministry Team consists of two coordinators or pastor who are responsible for providing leadership, organization, and discipleship to the church's ministries with children, students, and parents from birth through college age and their families. This is a team position with at least two staff members serving children, students, and families sharing responsibilities for prayers, volunteer training, milestone events, teaching, planning, small groups and 1-on-1 discipleship. These responsibilities will be worked out with the Lead Pastor and the Family Ministry Team to concentrate on using gifting and talents to serve Siler and community families.

Specifically, the focuses of the Family Ministry Team are:

1. To disciple parents to be the primary disciplers in the home.
2. To train up volunteers to serve children, MS and HS students encouraging the leaders to growth in their faith and relationship with Jesus Christ to serve others.
3. To work with Lead Pastor to develop a multigenerational ministry of disciples making disciples.
4. To plan milestone events for students and families to grow their faith together.
5. To guide children ministry with weekly programming on Sunday mornings including children's church and Sunday School.
6. To guide student ministry with weekly programming on Sunday morning Small Group and Sunday nights youth group to study scripture, have fun, and connect to leaders.
7. To facilitate and encourage students to build close relationships with family, the congregation, peers, and those outside the church.
8. To serve students to understand their God-given gifts and talents and their call to use these gifts to minister to others in the church, community, and the world.

### **Spiritual Qualifications:**

1. Clear testimony of faith in Jesus Christ as evidenced by a vital and growing relationship with God, as well as a commitment to the Scriptures as the Written Word of God.
2. Adheres to the beliefs and values of Siler Presbyterian Church<sup>1</sup>
3. Must have a commitment to the mission of Siler Presbyterian Church to reach the lost and make disciples who make more disciples.
4. Must attend and participate in the worship, life, and ministry of Siler.
5. To make the Lead Pastor aware of any changes in your beliefs over time.

### **Qualifications:**

1. A strong Christian faith and commitment to the Scriptures as the written Word of God, acting as a Christian role model to Siler students and families and the community.
2. A Bachelor's Degree from a college or university, preferably a Christian college.
3. Experience in developing and directing discipleship, educational programs and ministries for children or students in a church or other Christian setting.

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<sup>1</sup> For a description of the beliefs and values of Siler Presbyterian Church, a member of the Evangelical Presbyterian Church (EPC), visit [www.silerchurch.org](http://www.silerchurch.org).

4. Experience in organizational, communication, teaching and volunteer management and recruitment skills, with a spirit of team cooperation.
5. A willingness to ask questions and work as a staff team to equip the church to disciple children, students, and families.

**Responsibilities within Family Ministry Team:**

1. Serves as a resource to Lead Pastor and the Session (Elders) to develop a church serving parents, children, students, and families.
2. Collaborates with the Family Ministry Team and Lead Pastor to ensure the content of all educational materials and programming is consistent with the Bible and mission of Siler.
3. Plans and supervises weekly Children programs, trips, retreats, and special events.
4. Plans and supervises the weekly Middle School and High School programs, youth group, Sunday school, trips, retreats, Bible studies and special events.
5. Teaches, plans, and coordinates Sunday School for MS & HS students.
6. Attends Sunday service and participates at church-wide events.
7. Provides on-ramps, training, support, development and evaluation of volunteers.
8. Plans, implements, works with and supervises youth outreach, & mission programs including Presbytery, and/or denominational events.
9. Develops ministry with Lead Pastor to young adults and connection points for college-age students during summer and holiday periods.
10. Provides regular communication of family ministry goals, programs and activities, to staff, elders, students, families and the congregation.
11. Acts as a Christian role model for the church and surrounding community.
12. Provides pastoral care with the Lead Pastor, Elders, and deacons to students and families by initiating contacts, being involved in the life of the church, and responding to needs.
13. Works with the Lead Pastor to nurture and coordinate student participation in worship.
14. Ensures that all ministries to and with students comply with the church's child protection policies (i.e. the *Sexual Misconduct Policy* found in the Siler Operations Manual).
15. Participates in worship leadership as directed by the Lead Pastor.
16. Performs other duties as directed by the Lead Pastor.

**Mission:**

The primary role of the Family Ministry Coordinator is to make disciples who make more disciples by empowering families to be the primary disciple makers of children and students. Any changes to work schedules that interfere with this primary role must be approved by the Lead Pastor in coordination with the Session.

**Salary and Benefits:**

1. The salary for this position is in keeping with regional salaries for similar roles in churches our size.
2. Benefits include coaching from Lead Pastor, health insurance, vacation, sick time, holidays, and educational reimbursement.
3. Annual compensation increases are based on job performance and determined at the discretion of the Session.

**Application:**

To apply, please send resume materials to Jeffrey Smith at [silersmsc@gmail.com](mailto:silersmsc@gmail.com) with a subject line of Siler Family Ministry Coordinator.