

# **St. Matthew United Church of Christ Wheaton, IL.**

## **DIRECTOR OF CHILDREN AND YOUTH MINISTRIES**

FULL TIME 40 hours week including Sunday mornings, salaried position with benefits

*St. Matthew United Church of Christ is an active and vibrant community of people who believe that children are one of the greatest gifts God has given us. They are placed in our hands to nurture so that they may grow to rejoice in God's love in their own way and time. We at St. Matthew U.C.C. accept with joy the privilege and responsibility of partnering with parents to help their children grow in faith. We desire to hire a person who will create a safe space of belonging for everyone, where children and youth can learn to love God and serve their neighbors in our Wheaton neighborhood and beyond.*

### **JOB SUMMARY**

The Director of Children and Youth Ministries works with volunteers, parents, and other staff to ensure a stimulating, caring, nurturing environment where the children and youth of the church are educated about God, scripture, and community through engaging Sunday School, Vacation Bible School, Youth group and additional age-appropriate events. Our Open and Affirming statement affirms that we love our neighbor as we love ourselves, and our neighbors include all races, ethnicities, physical and mental abilities, family configurations, sexual orientations, gender identities, and economic conditions.

1. Evaluate and select age and content appropriate curriculum for children's Sunday school classes all year (3 years – 5<sup>th</sup> grade).
2. Evaluate and select age and content appropriate curriculum for youth group (6<sup>th</sup> grade through High School).
3. Lead once weekly youth group activities.
4. Recruit Sunday School teachers and provide curriculum needs for classes.
5. Share the weekly message with the children during the service.
6. Plan regular activities and programs for the spiritual and social development of children and youth in cooperation with the Christian Education committee. This would include, but not be limited to, service projects and mission projects.
7. Organize and direct Vacation Bible School.
8. Work with the Christian Education committee to provide nursery staff and volunteers for Sunday mornings.
9. Work with the Christian Education Committee to develop adult education classes. The director would NOT be expected to conduct all of these presentations but would help to identify sources, market the

programs and set up presenters or facilitators who would conduct such programs.

10. You will attend weekly staff meetings and committee meetings.

The Director of Children and Youth Ministries possesses a deep faith in Jesus Christ and has a heart and vision for the spiritual growth and nurture of children. The person has working knowledge of the bible and is familiar with the emotional and developmental needs of children and youth. One does not need to be ordained but it is an ordainable position. The Director of Children and Youth Ministries will work alongside the Senior Pastor and will have the opportunity for occasional preaching if desired. This position allows one to bring their own ideas and creativity to the job. This person is comfortable and successful working independently with minimal day to day supervision.