



## **KING OF KINGS (KOK) LUTHERAN CHURCH: MINISTRY DESCRIPTION**

### **DIRECTOR OF YOUTH AND FAMILY LIFE MINISTRY**

#### **OVERVIEW**

The Director of Youth and Family Life Ministry is a full-time, salaried position which includes responsibility, authority, and accountability (RAA) for an active and vibrant youth ministry and for most Christian education ages 6 and above with emphasis on school- and college-aged members. A candidate is sought who can fulfill as many of the duties as possible (above a minimum critical level), and who can grow into others.

#### **REPORTING RELATIONSHIP**

The Director of Youth and Family Life Ministry reports to the Senior Pastor.

#### **DESIRED CHARACTERISTICS**

1. Demonstrates Christian principles in personal life, including Christian behavior, Christian stewardship, and time in God's Word and prayer.
2. A positive, humble attitude; coachable; works well in team ministry.
3. A leader; able to guide and integrate all the teaching aspects of King of Kings.
4. Enthusiasm for King of Kings educational and youth ministries with a heart for Jesus and teaching.
5. Ability to relate to youth and the challenges they face.
6. Ability to learn to work with King of Kings tools, such as PowerPoint, ACS, KOK web site etc.

#### **DIRECTOR OF YOUTH AND FAMILY LIFE DUTIES**

##### **Youth Ministry (Grades 6 through 12)**

1. In coordination with the Board of Youth Ministry, plans and executes a comprehensive educational, fellowship and service ministry for King of Kings Youth (grades 6 through 12).
2. Establishes goals by prioritizing related activities, managing facility use, budget planning, delegating tasks and regularly evaluating progress.
3. Communicates ministry plans with parents through regular mailings and/or parent meetings. Actively reaches out to parents to encourage them to bring their children to events and to help out and become more involved themselves.

4. Effectively extends youth ministry to integrate family life ministry where this is possible/sensible.
5. Provides spiritual leadership in all youth settings.
6. Develops one-on-one relationships with youth by being a mentor, counselor and role model.
7. Recruits, trains and motivates volunteers for leadership in youth ministry and participation on the Board of Youth Ministry. Attends the Board of Youth Ministry monthly meetings.
8. Identifies, develops and discipless KOK youth to become leaders in our youth ministry.
9. Identifies and recruits age-specific youth in the church to participate in youth meetings and events. Seeks to maintain and grow the number of actively involved youth above the critical number needed for them to want to come and interact.
10. Leads Senior High School Sunday morning Bible studies.
11. With the pastoral staff, participates in new member prospect visits (at home or at church) where youth are part of the family. Pursues development of relationships with visitors and new member families who have children.
12. Maintains the youth pages on the King of Kings website, keeping them contemporary.
13. Organizes and leads periodic youth-led worship services.
14. Leads the planning and training for LCMS National and District youth gatherings. Attends functions as chaperone and leader.
15. Participates in the planning and execution of the King of Kings annual youth mission project. Plans and coordinates camps, conferences, retreats and trips. Attends as a chaperone and leader.
16. Coordinates with other KOK ministries and the Associate Pastor to find ways for our youth to become more involved and to identify opportunities for outreach and for recruiting more youth to join our youth group so it grows in size.
17. Arrange occasional combined events with other LCMS church youth groups, as hosted at KOK if at all possible.
18. Attends weekly staff meeting.

### **Family Life Ministry**

1. Organize and coordinate Faith Milestones.
  1. Baptism
  2. Toddler Bibles
  3. First Bibles
  4. First Communion
  5. Luther's Small Catechism
  6. Confirmation
  7. Sophomore Key Chain
  8. Graduation

2. Has RAA for the King of Kings Sunday School program. Recruits lay staff and selects and/or develops curriculum for the Sunday School.
3. In coordination with the Sunday School superintendent (lay volunteer), explores and implements possible restructuring/reorganization of Sunday School program to revitalize and grow it, both in terms of people and activities. Inspires more participation and engagement from children (and parents) in this age group who do not routinely attend now.
4. Develops a consistent plan for youth transitions from 5<sup>th</sup> to 6<sup>th</sup> grade and 8<sup>th</sup> to 9<sup>th</sup> grade. Strongly encourages/recruits those “graduating” from Sunday School and VBS participation (after 5<sup>th</sup> grade) and from Confirmation (after 8<sup>th</sup> grade) to become/remain active in youth Bible study and the youth group, as also influenced by positive communication with their parents.
5. In cooperation with the Chair of the Board of Education and Sunday School Superintendent, ensures that all resources needed for a successful ministry—curriculum, meeting space and financial and human resources—are available.
6. Assists in the promotion of the education ministry within the church and to the community.
7. Has RAA for the Children’s Christmas Program.
8. Has RAA for the annual Vacation Bible School ministry. In collaboration with volunteers and staff recruited by the DYF and/or Board of Education, ensures that an age appropriate curriculum that engages children in learning about their faith in Jesus and promotes the Gospel message to all is chosen and effectively promoted in the community. In collaboration with the Ministry and Assimilation Coordinator ensures that all VBS activities are adequately staffed with trained volunteers.
9. Works with the Pastors in developing and implementing a Confirmation program that helps students grow in their faith and involves parents intimately in the process. In conjunction with the pastoral staff, teaches the Confirmation class and parent discussion group.
10. Assists with coordination of Sunday morning adult Bible studies.
11. Works with the Pastors to develop and implement Multigeneration Bible study.
12. Serves as focal point for encouraging and facilitating use of Right Now Media video Bible study resources (for all age groups).
13. Organizes and coordinates a ministry to regularly support King of Kings members who are college students who are studying in town or outside of St. Louis by providing various resources and communications to allow them to maintain and build their relationship with Jesus Christ.
14. Arranges for a college-age Bible study to be periodically offered at KOK as available to our members and other local college students. While this can be done year-round, special emphasis should be given to having sessions over the summer and during college breaks when more of our college students are back in the area.