

AMERICAN LUTHERAN CHURCH OF WINDOM

Youth and Family Coordinator Job Description

The goal of Youth and Family Ministry is to nurture faith formation and spiritual development with passion, personal involvement and leadership. The vision for this ministry is to prepare youth and their friends and families for living a life in Christ.

Hours: up to 20 hour/week

Duties:

- Work with Youth and Family Board, pastors, and ALC staff to provide Youth and Family opportunities for the junior and senior high youth and their families.
- Provide tools and activities for the faith formation of the family unit as a whole.
- Meet at least monthly with the Lead Pastor, or the pastor working most closely with the Youth and Family Board and ministry, and the Christian Education Coordinator.
- Be part of the Confirmation ministry team.
- Maintain a data base of youth and families with the Administrative Assistant.
- Promote outdoor camping ministries at Shetek Lutheran Ministries or other faith formation and leadership development activities that are in alignment with the mission and ministry of the congregation.
- Communicate, promote events and encourage participation through social media, digital technology, the monthly newsletter, bulletins, etc.
- Attend weekly staff meeting.
- Write a monthly report of activities for the Youth and Family Board.
- Develop an annual programming plan and timeline.
- Organize and fundraise for activities including, but not limited to, mission trips and youth gatherings.
- Promote Southwest MN Synod youth activities.
- Other duties as assigned.

Accountability: The Youth and Family Coordinator reports to the Lead Pastor. The position is accountable to the Youth and Family Board and ultimately to the ALC Council.