



Job Description: Pastor of Family Ministries

April 2017

Summary of Position

The Pastor of Family Ministries works collaboratively with Grace Evangelical Church Pastoral Team and Team of Elders under the direct supervision of the assigned Lead Pastor. He is the advocate for the generations of the church and will oversee the culture, structures, and atmosphere of the church to ensure that the family of God is working together to make disciples of the next generation and new believers. The Pastor of Family Ministries is an advocate for children, youth and early adults because these are often the people who are least knowledgeable and least experienced in the Christian life. He is an advocate for the parent of these young people because they may be in the greatest position to influence the young. He is concerned for other mature adults because they have an important role in the discipleship and mentoring of parents and young people.

Areas of Responsibility

The Pastor of Family Ministries will facilitate, oversee, and encourage the discipleship systems from cradle to college and to their parents. The Pastor of Family Ministries will work closely with the adult discipleship leaders to ensure that parents are equipped and prepared to lead their children and that young people have spiritual mentors when their parent cannot be the model. The Areas of Responsibility include youth, parents, family ministry champion, full-Church inclusion, and Administration as described in the following:

Youth

- Oversee relational, Christ-centered, engaging ministries to children and youth.
- Ensure that the curriculum used at each level of spiritual development connects to the next.
- Develop and expound a Focus of the Grace Church Vision that teaches and brings application Bible knowledge and demonstrates a Christ-centered life to families.
- Recruit, develop and oversee a team to provide engaging ministries to Jr. High and High School students that includes the following activities:
- Youth gatherings at least twice per month throughout the calendar year.
- Minister to volunteer leaders including parents, students and others.
- Summer Missions/Training opportunities.
- Connect students of non-Christian homes to families and spiritual mentors (spiritual orphan adoption).
- Develop and work with discipleship teams to bridge the gap between what youth are learning in their programs and what adults are learning in theirs.

Parents

- Organize and oversee a summit event as needed to equip parents in milestones or other family equipping strategy.
- Regularly connect to the families so parents experience a clear partnership in the discipleship of their children.
- Develop and implement a plan for on-going parent training and encouragement.
- Include qualified teachers from the GEC congregation to train parents and mentors.
- Oversee training that lead parents into a biblical study to help them understand their role and responsibilities.
- Coach parents and children privately on specific issues in their family and keep parents apprised of what is happening in youth's spiritual walk.

Family Ministry Champion

- Facilitate a 5-year plan to integrate family ministry into the culture of GEC.
- Works closely with Pastoral Team to develop and implement the 5-year plan.
- Guide discipleship teams in selecting or developing a Biblically-based curriculum

that is cohesive from birth to adulthood and that helps parents to complement the church learning with home learning.

- Coordinates Sunday School classes to offer cohesive Bible learning from birth to adulthood and encourages at-home conversations about what's being learned in class.
- Encourage intergenerational gatherings to help the all generations recognize how God is working in the whole family of God.
- Work with the Pastoral Team to ensure that there are opportunities for all generations to worship, learn and serve together.
- Identify and implement ways to tell stories of family ministry happenings.

Full-Church Inclusion

- Develop channels of resources that allow the parents to lead in their home in such a way that corporate unity is maintained.
- Equip and encourage empty-nesters, singles, and others to reach out and partner with or provide encouragement to families inside and outside GEC.

Administration

- Develop and foster a relationship with a GEC Elder Liaison that includes a monthly meeting with an assigned Elder Liaison and an annual evaluation meeting with the assigned Elder Liaison and pastoral authority.
- Maintain a positive working relationships with the Pastoral Team, the Team of Elders, and the Deacons to effectively administer the assigned ministry areas of responsibility.
- Maintain and manage a budget for the assigned ministry areas of responsibility.
- Meet regularly with supervisor and Elders for reporting, planning, and evaluation of the assigned ministry areas of responsibility.
- Ensure the assigned ministry areas of responsibility are implemented and aligned with Grace Church's vision.
- Complete and submit timely and accurate ministry related expense reports consistent with Grace Church policies and procedures.
- Maintain and communicate a regular work schedule to provide accessibility for input from the Pastoral Team and communication with discipleship teams. The work schedule should include regular office hours including three regular 8-hour days spent working in the office and one day off during the week.

Knowledge and Experience Requirements

- Bachelor degree in pastoral ministries or equivalent.
- Family ministry experience.
- Heart to equip families for Christ-centered living.
- Demonstrates faithful, responsible, available, and teachable characteristics.
- Prior service as a leader in a church or Christian organization.
- Experience in event-planning and leading special events.
- Experience in team-building and leadership.
- Knowledge of Family ministry curriculum.
- Called by the Lord to full-time ministry