



Job Title	Director of Family Ministry
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Position reports to:	The Grove UMC Pastors
Employment status:	Exempt
Standard Work Schedule:	Full Time

Position Objective

In alignment with overall vision, mission, and strategy of the church and in collaboration with the whole program staff, the Director of Family Ministry creates, develops, and leads a family ministry program which is spiritually vibrant, safe, and welcoming for children, youth, and their families grow in faith and belonging.

Key Outcomes

Program Outcome: Children and youth experience meaningful, age-appropriate faith formation that nurtures lifelong discipleship.

- Vision, develop, and lead programs (Kids and Students) which are engaging, relational, and aligned with Wesleyan theology.
 - Sunday morning kids programming
 - Wednesday evening student programming
 - Stepping Stone experiences for kids and students
 - Retreats and mission trips
 - Support role to pastors and administration for confirmation program
 - Summer programming: VBS, Summer Stretch, etc.
 - Support community outreach and special events
 - Parent education and family community-building
 - Occasional worship experiences (Christmas program, family worship, blessings)
- Create environments where kids and students feel known, safe, and connected to caring adults.
- Select and implement curriculum which supports spiritual curiosity, prayer, Scripture engagement, and community building.

Family Relationships Outcome: Families feel connected, supported, and equipped to practice faith at home and in the church.

- Communicate with parents in a timely, clear, and consistent fashion about programs, events, registrations, curriculum, and resources using church communication systems. Support the Cottage Grove Children's Coordinator in the same.
- Recruit, equip, and motivate parents to participate in volunteer leadership in the programs.
- Provide radical hospitality and quick follow-up to new families which leads to connection and belonging.
- Resource parents with practical tools, gatherings, and education that help them nurture faith in daily life.
- In conjunction with the pastors, provide supportive congregational care to families.

Leadership and Supervision Outcome: Volunteers and staff experience strong leadership, clear expectations, and meaningful support.

- Provides vision, coaching, and accountability to the Family Ministry Assistant and the Family Ministry Associate, ensuring their strengths in ministry are utilized fully.
- Recruit, train, motivate, and retain volunteer leaders for Kids and Student programs through a healthy leadership pipeline which reflects the church's mission and vision. Review and train leaders on The Grove's Children and Student Safety policy.
- Support nursery and childcare staff, ensuring appropriate scheduling and operations are within The Grove's Children and Student Safety policies.

Planning and Administration Outcome: Programs are well-planned, organized, sustainable, and aligned with The Grove's values.

- With the whole program staff, develop annual calendars for Kids and Students. Publish and utilize these calendars to execute smooth ministry.
- Special events (VBS, retreats, mission trips, Summer Stretch, Christmas programs, family worship) reflect excellence, welcome, and theological integrity.
- Integrate Family Ministry with whole-church mission, worship, outreach, and justice ministries.
- In conjunction with the Business Administrator, oversee the family ministry budgets and expenditures.
- Attend applicable trainings and be proactive in researching, reading, and learning about/from other successful ministry.

Cottage Grove Outcome: The Cottage Grove Children's Program will be supported by the larger system.

- Collaborate Cottage Grove's Children's Coordinator in curriculum selection and implementation which is engaging, relational, and aligned with Wesleyan theology.
- Provide access to and support Cottage Grove in The Grove's communication and registration systems for Grove Kids.
- Collaborate with Cottage Grove's Children's Coordinator on systems for volunteer training to create a healthy leadership pipeline which reflects the church's mission and vision, including The Grove's Children and Student Safety policy.
- Collaborate and support the Cottage Grove location in developing a Stepping Stone ministry.

Qualifications

Bachelor's degree in a related field

Proven track record of success in a paid family ministry position preferred, including experience leading teams, supervising staff, and developing and leading effective programs for children and youth.

Characteristics

- Models The Grove's mission, values, and commitment to belonging.
- Self-starter who can work both independently and collaboratively with staff, clergy, and volunteers.
- Passion and commitment to the spiritual growth of children and students.
- Strong interpersonal skills to motivate, inspire, and equip volunteers and teams.

- Strong ability to partner with parents and engage parent involvement in ministry.
- Expertise and continuous learner in ministry.
- Strong overall written and spoken communication skills.
- Capable and gifted teacher of students
- Systems thinker, planner and implementer