



## HAMLIN CHURCH

UNITED METHODIST

### Director of Student Ministries Job Posting

**Job Summary:** The Director of Student Ministries works alongside the Student Ministries Team to facilitate all aspects of faith formation ministry with children and youth (birth to graduation).

**Status:** Fulltime (40 hours/week) or can be split into two positions.

**Compensation:** \$22-\$30/hour

**Ideal Candidate:** The person who will thrive as the next Director of Student Ministries is someone who values the organizational responsibilities of guiding a multi-faceted ministry while knowing how to invest in relationships with children, youth, and families. A loving, confident, involved leader, this individual is someone whose faith is open hearted and open minded, and who is excited to facilitate the spiritual growth of young people.

**About the Ministry:** Hamline Church United Methodist is a vibrant and growing congregation in the Hamline-Midway neighborhood of Saint Paul, Minnesota. We currently have over 100 children and youth involved in this ministry. There is strong support for children and youth ministry from church leadership and the congregation. We are currently engaged in a strategic visioning process to expand our ability to serve our existing young people and continue our growth trajectory.

### Key Responsibilities:

#### Education and Spiritual Formation

- Design, develop, and implement all aspects of a vibrant student ministry.
- Plan curriculum, programming, and missions with the support of clergy leaders and the Student Ministries Team.
- Serve as a mentor and support person for children, youth, and their families, in partnership with clergy, and maintain an accessible referral list of professional counselors.
- Incorporate and involve children and youth into weekly worship and provide worship leadership as called upon.
- Teach and lead confirmation, Sunday morning spiritual formation, young leadership program, mission trips, etc.
- Facilitate our faith milestones ministry as a pathway for discipleship from birth through graduation. Collaborating with the rest of staff to plan the celebrations of milestones.

#### Leadership and Administration

- Lead the Student Ministries Team. This team consists of key leaders and collaborators for all aspects of ministry birth through grade 12.
- Diligently manage the schedules, events, physical resources, and organizational needs of children and youth ministry. This includes all supplies, physical spaces, budgeting, communications, and scheduling events and volunteers.

- Manage safe sanctuary policies by researching and updating practices annually, partnering with all ministry leads to educate families and the church community, training leaders and staff, and ensuring compliance with local, state, federal, and conference mandates.
- Supervise childcare coordinator, childcare staff and interns.
- Be an active leader in the life of the church including the staff leadership team and participate in Church Council and other church leadership meetings as called upon.

### **Vision and Creative Programming**

- Guide the operational oversight and creative planning of ministry with children (birth-5th grades) and youth (grades 6th-12th), investing in teammates who invest in the children and in collaboration with the overarching church vision, values and goals.
- Develop a calendar that includes annual faith-strengthening experiences for each life stage outside regular weekly programming. This calendar should be adaptable, fresh, and not grow stale, routine, or predictable. To include events like family camp, vacation bible school, mission trips, retreats, etc.

### **Building Relationships & Bridges**

- Build relationships with children, youth and families. Mentor young people in developing their spiritual lives and leadership skills.
- Identify, recruit, train, and nurture the volunteers, teachers and leadership teams. Provide diverse opportunities for individuals with various skills to serve with children and youth, in roles that are both behind-the-scenes and in direct connection to families.
- Create pathways for and actively invite families from within and outside of the church to participate in the life of the larger church and to enhance opportunities for intergenerational ministry.
- Actively work to welcome, invite and involve newcomers into the church (online and in person)
- Take an active role in leadership with the church's social justice and missions efforts/initiatives to help involve and engage students and families.

### **Qualifications:**

- Prior experience in growing children's ministry or youth ministry and/or church leadership is desirable.
- Clearly communicate Christian faith.
- Bachelor's or graduate level degree in related field preferred.
- Pass a criminal background screening
- Ability to work Sundays, Christmas Eve, Maundy Thursday, Good Friday, Easter and occasional additional events like meetings, VBS, camps, retreats or mission trips.
- Complies with all aspects and policies of the Hamline Church United Methodist Personnel Policy

### **To apply:**

Please send a cover letter and resume to:

Rev. Mariah Furness Tollgaard, Senior Pastor

[mftollgaard@hamlinechurch.org](mailto:mftollgaard@hamlinechurch.org)