

Director of Family and Young Adult Ministry

The Director of Family and Young Adult Ministry (DFYAM) is responsible for developing and leading efforts that advance the vitality of the church, and ministry to younger persons both in the church and yet-to-be connected to the church. The DFYAM helps to build a vibrant community within the church to enable outreach and growth. The position has three distinct sub-areas of work.

1. Manage an existing Sunday School program and help make it more appealing. (12 hours per week)

- a) Organize on-going Sunday School program: assist in recruiting, training, and supporting volunteers;
- b) Welcome new families and children and be available to substitute teach in a pinch;
- c) With the Board of Christian Education, plan and organize the Christmas pageant; organize special programs for families, and create new ways to invite and involve new families into the program;
- d) Work with parents of youth, other interested volunteers, and the Board of Christian Education, to create four appropriate events per year for teenagers in the church.

2. Coordinate the church's outreach to young families and young adults (10 hours per week)

- a) With the Board of Deacon, coordinate church outreach to reach young families and young adults;
- b) Develop growth groups or support groups for families with children, and for single young adults;
- c) Provide on-going vision and energy, recruitment skills, and training of leaders and management;
- d) Develop and coordinate volunteer roles and activities of young adults in the church;
- e) Participate as a co-leader of one trans-age existing small learning group per year.

3. Marketing and Social Media (4 hours per week)

- a) Working with the Communications Coordinator, be the primary design person for advertising/outreach efforts to young adults, especially through personal, paper and digital channels;
- b) Be the primary staff person updating the church's website on a weekly basis.

In addition, the DFYAM will function as a staff member: Attend staff meetings, be available to speak with parishioners about personal concerns, worship with the congregation, participate in all-church programs, and take part as a liturgist or Children's Story Presenter in Sunday worship at least once a month; post and keep regularly scheduled office hours. (4 hours per week)

This position is estimated at 30 hours per week, for 47 weeks of the year. In addition to the four weeks non-paid leave, it offers one week paid vacation. It pays at a very competitive rate per hour.

Requirements: Christian faith. College degree; some advanced training in understanding and communicating the Christian faith. The ability and enthusiasm to share that faith with others. Experience as a participant and leader in Christian programs. Excellent computer and internet skills and experience with Social Networking medium. Love of children. Ability to work with all ages of children. Experience working with volunteers. Experience in small group leadership. Three years work experience is a plus.

Send a resume with cover letter to: Rev. Noel Vanek, The Church-in-the-Gardens, churchinthegardensjobs@juno.com Located in Forest Hills, Queens, The Church-in-the-Gardens is a 250 member Protestant community-based congregation in the Congregational tradition.