

Stilwell U.M.C.  
19335 Metcalf Avenue  
Stilwell, KS 66085



**Job Opening:** Director of Family & Community Ministries

**Hours:** Part-time (probably 15-20hrs/week)

**Pay:** \$25k/year (salaried)

**Benefits:** None

**Position Overview:**

The Director of Family & Community Ministries (DFCM) is responsible for assuring that children, youth, and families are included and prioritized within the life of the congregation and greater Stilwell community. The DFCM will help lead families, youth, and younger children in worship, study, fellowship, service activities, and other experiences that guide them as they grow in faith through working closely with the pastor(s), church members, community partners, parents, and other members of the church staff. The DFCM will vision, plan, and advocate for these groups, particularly in the areas of faith development, safety, and discipleship. The DFCM will work with other leaders in the congregation to assure that policies and procedures are in place to help keep the children, youth, and the adults who care for and work with them safe. These policies and procedures include such things as background checks, having at least two adults per group, and cardiopulmonary resuscitation and first-aid training.

The ideal candidate is not only familiar with the mission, goals, and purpose of The United Methodist Church but also has the experience and desire to serve God in Christian community. The DFCM needs to be technologically savvy, a good communicator, and organized. This person will communicate regularly with the entire church, parents, volunteers, and members of the greater Stilwell community. The DFCM is accountable to the Lead Pastor as well as the Staff/Parish Relations Committee.

**General Outline of Responsibilities:**

- Build and maintain healthy relationships with the children, youth, their parents, and the many volunteers from within the congregation.
- Coordinate and lead in all children's ministries for all children (Age 0 - 12<sup>th</sup> grade).
  - This includes but is not limited to ministries such as Children's Church, Kid Connection, Trunk-or Treat, Vacation Bible School, Parent's Night Out, retreats, and other special events that involve other churches and organizations in Stilwell and beyond.
  - The DFCM will help organize and/or lead the Children's Church, Youth Group, and Sunday School activities on most Sunday Mornings and Sunday evenings (the Lead Pastor and other volunteers will help with this).
- Identify, recruit, equip, lead, and deploy volunteers to work with & care for the youth, children, and families of the church.
- Participate in church staff meetings and other church meetings as needed.
- Other activities related to fostering community among the children, youth, and their families as directed by the Lead Pastor.

Interested applicants should send resume with 3 references to: [pastorphil@stilwellumc.org](mailto:pastorphil@stilwellumc.org)