

St. Peter Lutheran Church & School Family Ministry Director Job Description



Goals for the Family Ministry Director at St. Peter Lutheran:

1. To support the mission, vision and core values of St. Peter Lutheran Church and School.
 - a. *Vision Statement:* St. Peter Lutheran Church and School is committed to meeting the spiritual needs of our members and the community. We nurture the faith of our members and provide Christ-centered, academically excellent education for all God's children. We pursue opportunities to increase our community outreach and improve our facilities while practicing good stewardship of God's gifts.
 - b. *Church Mission Statement:* The mission of St. Peter Lutheran congregation is to proclaim the saving gospel of Jesus Christ to the unchurched, and nurture the faith of its members through Word and Sacraments.
 - c. *School Mission Statement:* By the Grace of God, St. Peter Lutheran School exists to nurture and educate God's children in a Christ-centered environment. Through the guidance of parents and teachers, students learn to interpret their world in the light of God's Word.
 - d. *Core Values:* The core values of St. Peter Lutheran Church and School are:
 - i. REVERENCE: We give honor and glory to God above all things.
 - ii. BIBLICAL TRUTH: We provide a ministry to believers according to the Scriptures and Lutheran Confessions.
 - iii. DISCIPLESHIP: We exercise Christian love and fellowship in order to extend the Kingdom of God at large. We nurture present and future congregational and Church leaders.
 - iv. CHRISTIAN EDUCATION: We teach and live the Christian faith according to Lutheran doctrine; we provide and maintain a Christ-centered, academically excellent education.
2. Provide encouragement, ministry opportunities, and ministry resources for our church and school families.
3. Provide Bible Study opportunities for families (together), and opportunities for age-appropriate Bible Study classes. These are encouraged to take place on Sunday mornings before, in between worship services, or after worship.
4. Provide opportunities for Christian fellowship/activities and interaction with families in our congregation, as well as pursuing any opportunities for intergenerational interaction within the congregation. At a minimum, monthly opportunity for social interaction.
5. Encourage families of our church and school to be involved in worship regularly.
6. Encourage families of our church and school to be involved in service within our congregation (serving at church functions, participation in our worship in choir, ushering, videography for live stream, etc.).

Qualifications for Family Ministry Director at St. Peter Lutheran:

1. The part-time Family Ministry Director will possess a living faith in the Lord Jesus Christ and will display that faith in his/her life in the church and in the community.
2. The part-time Family Ministry Director will support the mission of St. Peter Lutheran Church and

School and the congregation's ministry as it is defined in its Constitution.

3. The part-time Family Ministry Director will have a love for all members of the congregation and encourage ministry to families and their involvement in the church.
4. The part-time Family Ministry Director will be willing to work with the faculty and staff and to cooperate with the needs and schedule of the church and school.
5. The part-time Ministry Director will work with the Senior Pastor, Principal, Youth Director, and will report to the Board of Christian Education.

The Duties of the Family Ministry Director of St. Peter Lutheran are:

1. Work with families of our congregation and school.
2. Lead or find leaders for Bible Study regularly.
3. Plan, organize, promote, advertise, communicate, and supervise a monthly activity for at least eight months out of the year.
4. Promote, advertise and communicate family ministry resources within the congregation, using resources including the church bulletin, church and school newsletter, website, Facebook, etc. on a minimum of a monthly basis.
5. Meet with the Senior Pastor and Principal at least monthly.
6. Prepare reports for the congregation for the quarterly meetings and Annual Report.
7. Order materials and resources for spiritual needs of families. Materials should be approved by the Senior Pastor or Principal prior to purchasing them. Materials should be doctrinally sound and in agreement with Biblical teachings of St. Peter Lutheran.
8. Report to the Board of Christian Education monthly with an update of upcoming events, evaluation of past events, and an update on involvement from church and school families.

Possible Additional Duties of the Family Ministry Director of St. Peter Lutheran are:

1. Alumni Coordinator: Maintains connections/relationship with alumni and invites to events
2. VBS Director
3. Academic Interventionalist (works with students who struggle academically)
4. Admissions Coordinator
5. Parent Contact (especially for new families)