



**PRINCE
of PEACE**
Lutheran Church

Minister of Family Fun,
Faith Formation,
& Community Engagement
approved 5/14/24

Mission and Identity

Prince of Peace (PoP) is a dynamic and healthy congregation located in Roseville, Minnesota. We have 400 members with an average Sunday attendance of 150, and 20 families with school age children. We are a Reconciling in Christ congregation and welcome all who seek to experience the joy of God's love and grace. We endeavor to live into our calling to be a vibrant community that seeks a transformational relationship with God, our neighbors, and one another, while responding authentically, creatively, and justly to the most compelling needs of our community. [Our Mission, Vision, Values and Welcome Statement.](#)

Job Summary

PoP's Minister of Family Fun, Faith Formation, & Community Engagement will develop, lead, and direct ministry for families and their children. Primary focus will be with children through elementary school age. Supervising and collaborating with our Youth Director (PT), they will also provide middle school programming, including confirmation. Community Engagement and Communications responsibilities include leading the full congregation in its mission and ministry of service as well as supporting the church in telling its story. This staff person will collaborate with staff and leaders to create a dynamic ministry that engages congregational vitality at all ages and supports primary partners in the overall mission, vision, and values of PoP. This a full-time position, which reports to the Lead Pastor.

Desired Qualifications

- A collaborator who enjoys working in an established ministry environment and shows a willingness to innovate, create, and explore new ways of doing ministry with all ages, especially kids and their families.
- Demonstrated leadership, organization, inter-personal communication, and planning skills.
- Background and/or education in children's ministry/education, youth development, and/or other relevant area as well as a minimum of 2 years of CYF ministry pre-pandemic is preferred.
- Professional work ethic, positive attitude, and commitment to the mission, vision, and core values of PoP.
- A maturing faith grounded in a deep understanding of ELCA theology.
- A compelling desire to see God's vision for justice realized in our world.
- An effective spoken and written communicator with proven abilities in a variety of platforms including digital media.

Essential Functions

- Work with staff and volunteer leaders to plan, coordinate, and lead CYF Ministry programs and Community Engagement activities, both internally and externally.
- Engage in ongoing relational ministry with kids and their families and maintain an outreach presence in the larger community.
- Recruit and train volunteer leaders to support children's ministry, including (but not limited to) developing faith education programs for younger children, confirmation for middle schoolers, and worship engagement and leadership in our kids. Sunday morning education and some Wednesday evening programming is the current norm at PoP.
- Create and support a ministry with clear and regular milestones as well as special events for kids and their families.
- Communicate with staff, families, and the congregation about upcoming events and schedules, providing weekly written content promoting CYF opportunities specifically for families and more broadly to the congregation.
- Work with volunteer leaders to promote, plan, and lead summer programming geared especially for kids and their families and inclusive of the whole congregation. (Examples: Service & Learning fieldtrips, community Potluck Picnics, partnerships with other congregations etc.)
- Manage the volunteer recruitment for the variety of mission and ministries opportunities for community members.
- Serve as the staff coordinator for our Sacred Settlement and Safe Parking Lot ministries, as well as the broader community partnerships we maintain.
- Adhere to and maintain "safe church" policies, including monitoring volunteers that work with children and youth.
- Develop and monitor an annual budget for CYF Ministries, Sacred Settlement, and other community outreach initiatives.
- Regularly attend and participate in PoP staff meetings.
- Participate in CYF ministry continuing education and networking opportunities.

Collaborative Functions

- Participate in the worship planning process to advocate for and integrate CYF faith formation within the regular worship practice of the congregation. This includes, but is not limited to, children's story/message, embedded Sunday School, *Prayground* and Creation Stations, and special services.
- Work closely with Lead Pastor and staff to create, plan, and implement the confirmation program, including learning, worship, service, and retreat opportunities.
- In support of annual programmatic themes, and in partnership with the youth director, create regular programs, events, and service opportunities for the congregation that include kids and their families.

- Collaborate with staff and volunteers for larger events, milestones, and transitions in CYF ministry.
- Seek out partnership with area congregations and ministries to expand CYF and Outreach ministry opportunities and increase sustainable viability.
- Seek opportunities for representation by PoP in the community. This includes civic projects, events and outreach opportunities with neighboring churches.
- With staff, promote CYF and Outreach programs and manage the paperwork and important forms like registrations, emergency contact, photo, social media usage etc.
- Support the on-going digital content generation and distribution efforts, under the direction of our Office Administrator.

Core Competencies

- **Mission Ownership:** Understands and fully supports the mission, vision, and beliefs of PoP, and can consistently demonstrate those core values to others through word and deed.
- **Compassion and Care:** Exudes a spirit of care and compassion to children, youth, and their families, offering them a ministry of presence and support. Possesses a natural affinity for kids, teens, and their families, a clear understanding of youth culture and family systems, and a maturity of judgment in personal life and values. Seeks out ways to extend genuine hospitality to our neighbors, especially the unhoused, the unfed, and the unloved.
- **Leadership Development & Collaboration:** Cultivates a culture of collaboration and support for CYF ministry across the wider congregation by building upon a base of supportive adult leaders and volunteers within the congregation. Is also committed to developing emerging youth leaders, encouraging them to take leadership roles in the church and wider community.
- **Creativity and Innovation:** Curious about new and innovative ways for engaging young people in their faith at PoP and in the wider community. Not afraid to take risks and experiment with fresh approaches for doing ministry, attentive to the gifts and creativity of others; demonstrating good judgment about what ideas and suggestions will work.
- **Effective Communicator:** Consistently and carefully communicates ministry opportunities and programs to youth, their families, and the wider congregation in both written and verbal form. Communicates in a spirit of joy and enthusiasm, sharing with all the vision of PoP and its youth ministry program. Deliberately reaches out to all PoP families, striving for the inclusion of all families in PoP's CYF ministry.
- **Sense of Belonging:** Generates a sense of belonging by their very presence; communicates availability, warmth, openness and approachability; fosters natural connections between members of the congregation and with visitors; supports a culture of belonging and connection in the life of the congregation.