

## **Director of Children, Youth and Family Ministries**

**Poughkeepsie United Methodist Church (PUMC) is located in the Mid-Hudson Valley, of New York State, with about 150 active members. PUMC provides opportunities for worship, discipleship, service and fellowship to its suburban community, as well as its neighboring inner-city community. Offering a combination of both traditional and contemporary styles of worship, PUMC is a diverse and welcoming community of faith to all people.**

This position reports to the lead Pastor and SPRC

Salary: \$37,000-\$42,000 (depending on experience)

Benefits: Health Insurance and Pension available

Housing: Not-included (possibility of temporary housing with a church family, for transition)

### **Position Description:**

Poughkeepsie United Methodist Church is seeking a full-time (40 hours/week) Director of Children, Youth and Family Ministries. This person will lead a team of volunteers in developing and implementing engaging multi-generational discipleship ministries. In connection with the current church membership and through outreach to the community, this person will foster an open and vibrant environment where people can deepen their relationship to Christ through connecting, learning and serving.

**Duties:** The Director of these ministries will be responsible for . . .

- Recruiting, training and supervising a diverse group of volunteers
- Selecting/creating and implementing (in consultation with the Lead Pastor) a cohesive curriculum for children, youth and families that aligns with the theology and teachings of the United Methodist Church.
- Creating continuity in discipleship among age level programs
- Coordinating annual mission/service trips for various age groups
- Creating and monitoring necessary program budgets
- Monitoring attendance and participation in programs/events
- Reporting quarterly to the Church Council
- Regularly attending Sunday worship services
- Communicating effectively, to the church or wider community, any upcoming opportunities, programs and/or events

**Qualifications:** The successful applicant for this position shall . . .

- Have a foundational awareness of God's presence in the world.
- Have an intentional and growing relationship with Jesus Christ.
- Be open to the movements of God's Holy Spirit in daily life and in the church.
- Be welcoming to all family types.
- Have a bachelor's degree in education, social work, theology, or other relevant field.
- Have experience in leadership role in children, youth and/or family ministries or specialized training and experience in related fields, preferred but not required.
- Have knowledge of, or willingness to learn, the United Methodist Church theological traditions and polity.

- Work well with teams.
- Be effective and responsible in utilizing social media platforms.
- Possess communication skills in speaking and writing.
- Possess the ability to establish priorities, work independently and proceed with objectives without supervision.

**Standards of Professional Expectation:** Essential requirements:

- An ability to maintain strict confidentiality with no disclosure of names of persons, topics of conversation, any private or protected information related to children, youth or church families.
- Flexible work schedule as necessitated by church events and activities.
- Respectful and professional interactions with others.
- Non-smoking on the church premises and during church activities.
- A presentation of self in public or on social media reflective of Christian beliefs and ideals.