

## **WESTMINSTER PRESBYTERIAN CHURCH**

**Job Title** Director of Children, Youth and Family Ministries

**Department** Spiritual Growth

**Reports to** Transitional Associate Pastor for Spiritual Growth

**Direct Reports** Associate Director of Children, Youth and Family Ministries  
Childcare Coordinator

**Classification** Full Time/Exempt

### **Position Summary**

Provide vision, leadership, and strategic oversight for children (birth–5th grade), youth (grades 6–12), and family faith formation, with a particular focus on ministry growth, sustainability, and impact. This role emphasizes building strong systems, leaders, and pathways that nurture lifelong discipleship and increased participation in the life and mission of the church.

### **Core Responsibilities**

#### **Vision, Leadership & Collaboration**

- Develop and implement a growth-oriented strategy for children, youth, and family ministries, with clear goals for participation, leadership development, and engagement.
- Provide hands-on leadership in key ministry areas while maintaining responsibility for overall vision, coordination, and long-range planning.
- Supervise and collaborate closely with the Associate Director of Children, Youth & Family Ministries, sharing implementation of programs, relational ministry, and weekly activities.
- Recruit, train, and equip volunteers and ministry teams, modeling strong relational and program leadership.
- Collaborate with pastors and staff to integrate children and youth into worship, music, mission, and intergenerational life.
- Partner closely with parents and caregivers through consistent communication, resources, and shared faith practices.

#### **Discipleship & Spiritual Formation**

- Design and lead core discipleship experiences for children, youth, and families, while overseeing the broader faith formation pathway.
- Guide curriculum selection and long-range program design for children's ministry, confirmation, and youth discipleship.
- Co-lead weekly gatherings, seasonal programs, retreats, and milestone ministries in collaboration with the Associate Director of Children, Youth & Family Ministries and volunteers.
- Foster welcoming, engaging environments that encourage spiritual growth, belonging, and long-term involvement.

### **Relational Ministry & Pastoral Care**

- Build and sustain meaningful relationships with children, youth, and families through regular presence, teaching, and participation in ministry activities.
- Share in spiritual care and guidance alongside clergy, particularly with youth and families.
- Encourage a culture of care, hospitality, and attentiveness among volunteers and ministry leaders.
- Maintain visibility at church, school, and community events.

### **Mission, Outreach & Community Engagement**

- Provide strategic leadership for mission and service opportunities for children, youth, and families.
- Encourage service, justice, and outreach as integral components of faith formation.
- Cultivate partnerships with schools, community organizations, and denominational programs that support ministry growth.

### **Administration & Communication**

- Provide oversight of ministry calendars, systems, and structures to support sustainable growth.
- Guide communication strategy for children's, youth, and family ministries, ensuring clarity and consistency.
- Support and supervise administrative and logistical processes carried out by the Associate Director of Children, Youth and Family Ministries and volunteers.

- Ensure safe church policies and best practices are followed in all ministries.

### **Skills & Attributes**

- Demonstrated ability to lead growing ministries through vision, strategy, and delegation.
- Strong leadership, communication, and organizational skills.
- Ability to think theologically and translate faith in age-appropriate ways.
- Collaborative, relational, and systems-oriented leadership style.
- Proficiency with digital tools and social media for ministry communication.

### **Education & Experience**

- Bachelor's degree required; ministry or related field preferred.
- Prior experience in children, youth, or family ministry required.

To Apply:

Please upload a cover letter and resume here to submit your application: [Application for Director of Children, Youth, and Family Ministries](#)