



Dear Applicant,

Thank you for your interest in working with us at Valley of Peace Lutheran Church. We're looking forward to adding a new member to our staff team.

Our Mission Statement reflects our ministry: "Living in God's love and compassion, we are called to be disciples of Jesus Christ, as the Holy Spirit works through us for healing, justice, and peace." At Valley of Peace Lutheran Church Christians from every tradition, people new to the faith, believers, questioners, and questioning believers are one together in Christ Jesus. We recognize that each person is a unique creation of God and, by grace, is called a child of God, without exception and regardless of gender, race, national origin, sexual orientation, gender identity, physical or mental ability, age, station in life, or political affiliation. As Lutherans, we cherish and are strengthened by the diversity of God's creation.

We are currently accepting applications for the Director of Children, Youth, and Family Ministries at Valley of Peace. This is a part time position averaging 20 hours per week with flexibility for working from home and being onsite. Onsite time is required most Wednesday evenings and Sunday mornings for Children's Faith Formation and our one Sunday worship service. There may be additional evening requirements for meetings and other programming.

Valley of Peace is a growing congregation with lots of energy and engaged volunteers. We look forward to building on our strong programming for children, youth, and families.

Salaried compensation commensurate with experience and education following the Minneapolis Area Synod Compensation guidelines. Benefits also include paid time off following the Minnesota Earned Sick and Safe Time Leave and Paid Family Medical Leave Act.

To apply, please:

1. Review the attached job description and consider if God might be calling you to serve in this way.
2. Submit your resume to me via e-mail at aosborn@valleyofpeace.org. We will be accepting resumes until the position is filled.

After reviewing this information with our interview team, I will be in contact with you about possible next steps for the interview process.

I am happy to answer questions as you discern your interest in this position. You may contact me via e-mail or by phone at 763-588-4611.

May God bless you in your discernment,

A handwritten signature in black ink that reads "Pastor Ashley Osborn". The signature is fluid and cursive, with "Pastor" and "Osborn" being more formal and "Ashley" being more personal.

Pastor Ashley Osborn

Director of Children, Youth, and Family Ministries

Job Description

Position Summary

Children, Youth, and Family ministry is a core mission for Valley of Peace Lutheran Church. Our goal is to build a sustainable Children, Youth, and Family ministry and a church culture that embraces families with children from infant to young adult. This person is effective in leading and working with Children, and Youth, and Family Ministry teams and volunteers to build healthy systems, creating an environment which fosters authentic discipleship, recruiting and developing leaders, and in enhancing engagement in the congregation and with the surrounding community.

Accountability

The Director of Children, Youth, and Family Ministries is accountable to the congregation and its mission, under the supervision and direction of the Pastor.

Areas of Responsibility

1. Program Responsibilities

- a. Develop, implement, and support ministry programs serving young people from infancy to age twenty-five.

Children: 1. Develop, implement, and provide key leadership for Children's Faith Formation in partnership with the Children, Youth, and Family Ministry Team.
2. Work with Senior Pastor for outreach and church events for children and families of All God's Children Discovery Center.

Youth: 1. Share, in leadership with the Senior Pastor, leadership of the confirmation program.
2. Develop, implement, and provide key leadership for High School Youth Group in partnership with the Children, Youth, and Family Ministry Team.

Young Adult: 1. Develop, implement, and provide key leadership for Young Adult Faith Formation and mentor opportunities in partnership with the Children, Youth, and Family Ministry Team.

- b. Select and implement age-appropriate curriculum.
- c. Coordinate activities and summer experiences, such as, but not limited to: Vacation Bible School, service opportunities, retreats, mission trips, youth gatherings, and camps.
- d. Create and coordinate fellowship opportunities for children, youth, and families to connect with one another and congregation members through faith-based activities and events, such as, but not limited to: prayer partners, milestone ministries, and joint Wildfire activities.
- e. Remain open to new opportunities to serve children, youth, and families

2. Worship Responsibilities

- a. Schedule volunteers and participate in the Faith Moment (Children's Sermon) for worship services.
- b. Organize the children's sensory areas and provide leadership for outreach and hospitality to children, youth, and families worshipping with Valley of Peace.
- c. Collaborate with worship leaders to involve children in meaningful ways in worship.

3. Administrative Responsibilities

- a. Communicate effectively with staff, volunteers, families, and the congregation.
- b. Manage ministry budgets and coordinate fundraisers as needed.
- c. Oversee and manage the roster for all households with children ages infancy to twenty-five.
- d. Keep regular office hours, including Wednesday evenings and Sunday mornings, in accordance with the Valley of Peace Employee Handbook.
- e. Other appropriate duties, as necessary or assigned by Senior Pastor

4. Leadership Responsibilities

- a. Work closely with the Children, Youth, and Family Ministry Team Chair to schedule and attend appropriate meetings, including regular Children, Youth, and Family Meetings.
- b. Create opportunities for lay leadership by recruiting, equipping, and supporting parents and other adults to participate in ministry programs.
- c. Oversee and maintain a safe church policy and background checks for volunteers
- d. Share leadership responsibilities with Children, Youth, and Family Team Members and delegate effectively.
- e. Network with other children, youth, and family workers in the community; participate in continuing education opportunities

General Expectations

1. Is able to articulate the basic tenets of Christianity and is a practicing Christian.
2. Reflects the love of God in interactions with children, youth, adults, and entire congregation and staff.
3. Respects and appreciates all people, and embraces our congregational commitment to being a Reconciling in Christ church and a community committed to Racial Justice.
4. Complies with employee policies, as outlined in the Valley of Peace Employee Handbook.

Qualifications

1. A vibrant faith and an understanding of Lutheran theological tradition.
2. A passion for and ability to work effectively, positively, and cooperatively with children, youth, and their families.
3. Excellent leadership skills, with the ability to work and make decisions independently and as part of a team and a willingness to work in collaboration with others.
4. Demonstrated ability to interact enthusiastically, graciously, and responsibly with people of all ages.
5. Highly motivated with the ability to creatively develop programs and to effectively teach or lead small and large groups.
6. Possess a work knowledge of child development and youth culture.
7. Strong verbal and written communication skills and ability to utilize technology relevant to this position.
8. Bachelor's degree or equivalent preferred; related field experience preferred.



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