

POSITION PROFILE:

Position title:	Family Ministry Director
Duration:	Permanent (30 hours)
Location:	Albright Church, 415 Maxwell King Drive, East St. Paul, Manitoba
Start Date:	January 3, 2022 (flexible according to availability)
Salary:	Based on qualifications and Albright salary structure
Benefits:	Access to Group Insurance Benefits package
Vacation:	As per Albright HR Policy – Salaried Staff
Report to:	Associate Pastor of Discipleship

Ministry Vision/Purpose:

The vision at Albright church is to see parents thrive in their role as the primary faith builders in their children's lives. The Family Ministry Director will champion discipleship in the home by supporting, resourcing, and partnering with parents in their role. This person will lead a team who will use their gifts to serve in various roles in the Albright Kids ministry. As team leader their role will be to recruit, equip, and train their team to minister to families with children both in person, and online. This person will also take the lead on developing new evangelism and discipleship initiatives to children and families both within the church, and in the community. Albright's children and youth ministries will partner together in developing an overall discipleship strategy for children, youth, and families. Above all, this person will seek God's heart and direction for ministry and will commit their time and energies to the following key responsibilities.

Qualifications & Experience:

The preferred candidate for this position will have the following:

- A dynamic relationship with Jesus Christ as their personal Lord and Saviour
- A deep love and understanding of children at all stages of development
- A passion to see parents equipped to be the primary faith builders in their homes
- A demonstrated heart for the lost and a genuine desire to see families both within the church and in the community grow in their relationship with Jesus
- A person of vision with a proven track record of organizational leadership and the demonstrated ability to set goals, develop strategy, and implement plans
- A demonstrated ability to work in a team environment, both as a part of a team, and as the leader of a team. This person will have experience training volunteers or staff for their roles
- A person with high-energy, who is a self-starter, and able to generate creative content
- Significant experience within an existing church related family/children's ministry
- Albright's dedication to creating opportunities for people to serve in their area of gifting requires a person who is a teacher, equipper, and team builder, with encouragement and communication skills
- Effective at communicating with children and families using relevant and creative ways to communicate what it means to have a growing relationship with Jesus
- A willingness to learn and to use digital media as an effective means of communication and engagement with families

Key Responsibilities:

- Creating, implementing, and evaluating strategic plans for the Albright Kids and Families ministry that are in alignment with the overall vision for Albright church
- Research, and implement a plan for Sunday morning K-5 programming. This will include, teaching curriculum, parent communication, and volunteer scheduling
- Ministering to parents by supporting them in their role as the primary faith builders in their children's lives. This will include, but is not limited to, regularly communicating with parents about the teaching content, sharing resources online and in-person, helping to develop parenting workshops/accessing conferences/etc. making parents aware of tools and resources, creating opportunities for parents to connect with each other, and finding any additional ways to support healthy families
- Recruiting, training, and supporting a committed team of volunteers who are serving with their spiritual gifts in various roles. The Director of Family Ministry will both lead and shepherd the volunteers giving attention to how they serve in their roles, and how they are growing spiritually
- Ensuring that all Family Ministry Leaders have the opportunity to know and understand the Values, Mission and Vision Statements of Albright Church
- Developing new evangelism and discipleship initiatives to reach families in the community who are not currently following Jesus, or a part of Albright church
- Ensure pastoral care for children and their families. This will happen in cooperation with the other pastors at Albright church
- Maintaining regular communication with both the Associate Pastor of Discipleship and the Director of Youth Ministry
- Administer the Albright Family Ministry Budget, ministry plan, and procedures
- Maintain compliance with our Plan to Protect for the safety of our children
- Other duties as assigned by the Associate Pastor of Discipleship

Team Support:

At Albright we value and practice teamwork because we believe God calls us to work together for His Kingdom and glory.

- We work hard at developing good team relationships, communication and at staying on mission together
- We believe that no ministry or leader should be isolated, rather we see ourselves as part of a team. Our Governance Flow Chart illustrates the team connections, accountability and support lines
- Each staff member participates with other staff and leaders in creating a positive team work environment. This includes communicating clearly to office staff all required information so plans can be coordinated
- Albright office staff is available to support the pastoral staff and ministry directors in the fulfilment of their responsibilities
- The Family Ministry Director will attend all church staff meetings and will meet with the Associate Pastor of Discipleship regularly for accountability, support, encouragement and collaboration
- To be a healthy team member you are encouraged to maintain spiritual disciplines that will assist your personal spiritual formation. The discipline of self-care will include times of spiritual, physical, emotional and mental refreshment and replenishment. This

Family Ministry Director

includes the option of a retreat day as requested, balancing ministry work and family life and a regular assessment of responsibilities that may be released to others

Standards:

- Cultivate and grow in their relationship with Christ and His church
- Qualify for membership in Albright Church
- Able to give full support to and uphold the *Statement of Faith, Vision and Values* as well as the *General Operating By-Laws* of Albright Church and the EMCC, and Albright's *Plan to Protect Policy*
- Able to give full support to and live out the *Mission Statement* of Albright Church
- Agree with and live out the *Leadership Code of Conduct* of Albright Church
- Demonstrate servant leadership within an interdependent team
- Pursue authentic and healthy relationships in their home and with those they work with
- Handle relational conflict with truth and grace according to "The Peace Maker" model
- Be committed to their own personal spiritual formation disciplines and professional training for ongoing growth and development in all aspects of life
- Submit a current Criminal Record Check in accordance with Albright's Plan to Protect Policy

Educations & Credentials:

- Certificate, Diploma or Degree in a relevant field: theology, ministry, social work or equivalent experience/education.
- Have certification or license with the EMCC **or** another denomination having or similar vision and values **or** eligible for and willing to pursue credentials with the EMCC.