

### **Position Overview**

The Associate Pastor for Family Ministries is responsible for ministry with children, youth, and their families at Trinity Presbyterian Church, setting vision for their spiritual formation and full participation in the worship and life of the church, and ensuring alignment across age groups. The AP will serve as the supervisor to the programmatic staff in Youth and Family Ministry and Children and Family Ministry. The AP will recruit and equip lay leaders and will empower the staff to do the same. The AP will be an advocate for youth, children, and families in staff leadership as well as congregational leadership. In order to serve the purpose of this position and to align with the larger vision of the church the AP will engage with a wide range of other ministries within the church including, but not limited to, Congregational Life and Events, Worship, Care and Counseling, and others as directed by the Senior Pastor.

**Status:** Full-time, Exempt

**Reports to:** Senior Pastor

### **RESPONSIBILITIES**

#### **Area of Responsibility: Ministry and Program Leadership**

- Support the Family Ministries staff in creating relationships with young people and their parents, being missional in vision and practice, being accessible to young people and their families both inside the church and outside, and maintaining relevance through cultural competency and meeting the needs of our church constituents. Develop a coherent and cohesive vision between Youth and Family Ministry and Children and Family Ministry, ensuring continuous relationship as children and their families grow in age and faith at Trinity.
- Align children's and youth ministries with the mission, programs, and vision of the broader church.
- Create opportunities for intergenerational engagement, including worship, fellowship, learning, and service.
- In coordination with the Session, Senior Pastor, and lay leaders, set vision for spiritual formation of families.
- Serve as the liaison to the leadership team and other programs and committees within the church
- Lead the annual Confirmation process by which baptized children of the church profess their faith and become active members of the congregation.
- Attend to the ongoing formation opportunities available to young people and their parents, including small groups and Sunday morning education. This includes overseeing the adult education groups such as Foundations and Connections.
- Create community engagement opportunities for church families and those outside the church, including learning and service opportunities.
- Teach/lead small groups and classes and recruit and train others to do so.
- Recruit and train youth advisors and other volunteers.

**Area of Responsibility: Leadership Development**

- Support the Family Ministries staff as they develop, train, and nurture lay leaders within their program areas and as participants in the total life of our community of faith.
- Support the Family Ministries staff as they recruit, develop, nurture, and coordinate youth leaders, Sunday School teachers, and volunteers.
- Offer leadership and guidance to the CFM Committee and YFM Committees.

**Area of Responsibility: Communications**

- In coordination with the Communications Ministry Team, develop and utilize print, digital, and social media effectively to enhance Family Ministries and to build community with the larger congregation.

**Area of Responsibility: Pastoral Care**

- Build relationships with youth, children, and their families through individual connection and presence at the activities of youth, children, and families that take place outside of church programming (games, recitals, concerts, etc.).
- Build relationships with and support parents as they seek to nurture their faith and the faith of their children.
- In collaboration with the pastoral staff, coordinate pastoral care to Trinity's children, youth, and families.
- In coordination with the Senior Pastor, facilitate mental health referrals and learning for young people and families.
- Provide pastoral care for other Trinity members when requested.

**Area of Responsibility: Worship and Congregational Leadership**

- Participate regularly as a liturgist on Sunday mornings, and various special worship services.
- Assist with sacraments, weddings, and funerals at the request of the Senior Pastor.
- Preach at the request of the Senior Pastor.
- Participate in the shared responsibilities of the Pastoral Team, including intergenerational events, lay leadership, staff development, and strategic planning.
- Attend Presbytery meetings and participate in the wider work of the Presbyterian Church, USA.
- Represent Trinity Presbyterian Church at various community events in the Atlanta area.

**DIRECT REPORTS**

- Director of Children and Family Ministries
- Director of Middle School Ministry
- Director of High School Ministry/Trinity Fellow in Youth Ministry

**REQUIREMENTS**

- Bachelor's degree and M.Div.
- Self-motivated with professional demeanor and presence, positive attitude, strong work ethic, excellent verbal communication, and interpersonal skills.
- Passion for and experience with intergenerational ministries.
- Collegial team player.
- Ability to interact effectively with people of diverse backgrounds.
- Highly organized with ability to manage multiple tasks to completion.
- Proficiency in technologies used to support the work of Family Ministries.
- Ability to practice strict discretion and confidentiality.
- As with all positions at Trinity, the individual in this position must meet the requirements of and comply with Trinity's Child Protection Policy.

## **ACCOUNTABILITY**

The Associate Pastor for Family Ministries is accountable to the Personnel Committee and the Senior Pastor for the manner in which he or she carries out his or her duties.