

**Grace Episcopal Church
Holland, Michigan
Director of Children and Youth Ministries**



Grace is looking for someone to help lead in the work that is faith formation and community building among the young people of Grace and their families. This person will have the desire to help raise our children and youth in a thoughtful, compassionate, active, and Episcopal Christian faith. They will have a heart for people of all ages, and the abilities to develop programs, recruit and train teachers and leaders, and get kids and youth involved. They will be integral in helping Grace continue to grow and implement a vision for how we can best equip our children and youth to live and serve in the church and in the world today.

The best candidate for this position will have experience with and enthusiasm for working with children and youth. They will have experience in Christian formation and strengths in program development, volunteer training and support, and community building. Ideally, this person will have some ability with the Spanish language, although not a requirement. Educational background will factor into this hire, but we will also take into account a person's heart as well as their experience, talents and gifts, and their enthusiasm to learn and grow in this role.

The Director of Children and Youth Ministries will serve as a member of the Grace staff team and work closely with other Grace members on leadership and planning teams. The Director will be appointed by and accountable to the Rector. This position is envisioned as twenty-five to thirty hours per week and comes with qualifying benefits.

RESPONSIBILITIES:

- Support existing and design new formation programs for children and youth.
- Recruit and train volunteers and build teams for various areas of children and youth ministry ensuring that teams and leaders are well resourced.
- Oversee Grace's "Growing Into Worship" program for young children.
- Hire, support, and schedule Grace nursery workers.
- Explore possible ecumenical projects and programs with other churches and local organizations, especially for youth programming.
- Working with other Grace staff and leaders, help develop communal support and program for families.
- Connect with larger networks of Episcopal formation leaders to find colleagues, support, and resource sharing among those doing similar work.
- Become aware of the formation opportunities, leaders, and resources in the Diocese of Western Michigan. Discern what at the Diocesan level might be good for you and for our kids and/or youth to participate in.

- Build and implement an intentional communications plan to inform and engage the young families, children, and youth of Grace. This will include working with our Parish Administrator to utilize our membership program (database, scheduling, and communications tool).
- Follow up with families and youth who visit Grace, sharing information, and inviting them into the life of our congregation.
- Ensure that Grace is compliant with the “Safeguarding God’s Children” requirements of The Diocese of Western Michigan.
- With the support of the Rector and other Grace leads, annually help build and implement a budget for children and youth ministries.
- Coordinate an annual fundraiser for special youth trips/programs.
- Participate in regular meetings and development opportunities with the Grace staff.

Direct all inquiries and applications to The Rev. Jennifer Adams, Rector of Grace, rev.jenadams@yahoo.com. Please include a cover letter and resume with references.