



*Living God's Word,  
Sharing God's Love*

## **DETAILED MINISTRY DESCRIPTION**

### ***Family Ministry Coordinators***

#### ***Team Vision***

To provide effective and challenging learning experiences for the families within the church so that they may grow in understanding the gospel and become fully engaged in daily living as faithful disciples.

#### ***Title***

Family Ministry Coordinator.

#### ***Purpose***

To meaningfully coordinate all complementary components related to family educational outreach within the greater church community.

#### ***Responsible to***

Nurture Team Leader, Christian Education Team Leader and Director of Christian Education.

#### ***Description of duties***

- Become familiar with the Vision and mission statement of LUMC. Plan goals and objectives to fulfill those statements.
- Organize a Family Council, representative of the variety of families of this church, i.e., single parent, blended, traditional, etc., to the following:
  - Share ideas and concerns, plan studies or fellowship opportunities for families.
  - Evaluate current programs, classes, etc. for families and make recommendations for the future.
- Publicize in the church bulletin or the Household of Faith activities planned for families.
- Work with the Education Team to coordinate programs.
- Set one goal to be accomplished for the year.
- Attend the Christian Education Team meetings and the Age Level Council meetings.

#### ***Budget Responsibilities***

Provide requested budget information to the Christian Education Chairperson.

#### ***Annual Charge Conference Attendance***

The annual Charge Conference meeting is an important connectional meeting between our church and the conference. You should make every effort to attend this meeting. If your position requires that you report to the Charge Conference, make preparations for this report well ahead of the meeting date.

### ***Time requirements***

Attend scheduled Age level and Christian Educ. meetings as called. Direct involvement with the Family team. 2-3 hrs. a month involvement.

### ***Term***

One year with annual renewal (if mutually desired) for a maximum of 3 years.

### ***Training and resources***

- Cokesbury Guidelines: *Family Ministries* – Available on the LUMC Equipping Ministry webpage.
- An active and enthusiastic interest in designing and implementing useful strategies for Christian growth among families.
- Attend training as needed through the Church Council.
- Be familiar with programs and training offered through the Annual Conference.

### ***Background Check***

Required for this position.

### ***Ministry Description Updates***

It is your responsibility to review this ministry description at least once each year for changes and updates. The Leader Orientation Meeting that is held in January is a good time to do this. You are also responsible for updating the ministry description for your team members if one is available. Your team members should provide input for those updates.

### ***Qualifications, Skills, and Gifts***

- Ability to mediate differences and facilitate consensus.
- On a personal spiritual journey.
- A personal and growing relationship with Christ.
- One or more of the following spiritual gifts:
  - Administrative (D)
  - Encouragement (D)
  - Faith (R)
  - Leadership (D)

\* R - Required; D - Desirable

### ***Benefits to the Servant***

Helping to plan, direct and manage the family related activities and concerns to generate a viable education consistent with Christian discipleship.