

**Director of Engagement: Youth, Congregation, Community
First Lutheran Church, ELCA**

POSITION DESCRIPTION

Position Title: Director of Engagement: Youth, Congregation, and Community (Non-exempt)

Full Time; Salaried

DATE: January 16, 2024

REPORTING RELATIONSHIPS

Position Reports to: Co-Pastors of First Lutheran

Interfaces with Ministry Teams: Care and Growth, Stewardship

POSITION PURPOSE

Following trends established by the Nebraska Synod and Churchwide ELCA organization, and due to pastoral shortages nationwide, this will be a lay position that will focus on discipleship, developing leaders, engaging, and energizing different groups, and bringing others to experience a deeper connection through faith.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

1. Director of Youth Engagement

- a. Coordinate and lead First Lutheran Youth (FLY) activities (9-12 grade)
 - i. Weekly meetings with FLY
 - ii. Coordinate volunteers to work with FLY
 - iii. Coordinate Mission Trips and ELCA Youth Gatherings
 - iv. Work with the Faith in Action Coordinator as appropriate.

2. Director of Congregational Engagement

- a. Lead Stephen Ministry Program at First Lutheran connecting congregation members to one another.
 - i. Complete certification as a Stephen Ministry Trainer
 - ii. Work with Kandy to inaugurate the Stephen Ministry program at First Lutheran
 - iii. Continue to monitor and to train Stephen ministers.
- b. Develop and coordinate a small group ministry at First Lutheran Church
 - i. Develop a small group ministry for adults of all ages.
 - ii. Choose curriculum.
 - iii. Coordinate groups.
- c. Develop and coordinate regular stewardship emphases and education in conjunction with the Faith in Action Coordinator
 - i. Engage and energize the core membership at First Lutheran. Develop a broader emphasis on abundance and generosity with time, care of creation, etc.
- d. Develop and coordinate an annual leadership retreat for Congregation Council and team chairs.
- e. Preach in a regular rotation at First Lutheran
 - i. Meet with Co-Pastors to plan preaching schedule.

3. Director of Community Engagement

- a. Engage with the community intentionally and proactively.
 - i. Collaborate with the Director of Communications to tell the story of the congregation to a wider audience through various platforms.
 - ii. Provide content for communications resources including e-news, mailings, website, and social.
 - iii. Connect with the community and represent First Lutheran through local events and organizations.
 - iv. Create a strategy to connect with new and diverse audiences through First Lutheran
 - v. Utilize communications and marketing strategies to increase awareness and invite prospective members to worship and fellowship events.

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OTHER RESPONSIBILITIES

1. Attend staff meetings, executive team meetings, and council meetings as a staff member (voice, no vote) at First Lutheran
2. Will be expected to complete **one** of the Certificate Programs at Wartburg Seminary (fees to complete coursework will be covered by First Lutheran)
 - a. Advanced Certificate in Theological and Congregational Leadership
 - b. Advanced Certificate in Youth and Family Ministry
3. Other duties as assigned.

SUPERVISORY RESPONSIBILITIES

Volunteers

QUALIFICATIONS / REQUIREMENTS

Education / Experience	<ul style="list-style-type: none">• Bachelor's degree from a 4-year college or university or equivalent work experience required. Master's level education preferred.• Extensive experience either through volunteer work or a paid staff position in an ELCA congregation
Knowledge / Skills	<ul style="list-style-type: none">• Computer knowledge, Microsoft programs preferred.• Demonstrated interpersonal skills.
Language Requirements	<ul style="list-style-type: none">• Fluent and proficient with the English language both in its written and oral forms.
Mathematical Requirements	<ul style="list-style-type: none">• Ability to add, subtract, multiply and divide complex numbers.
Reasoning Ability	<ul style="list-style-type: none">• Ability to exercise reasonable independent judgment to solve problems.• Ability to look ahead, anticipate challenges in order to meet multiple deadlines.
Physical Demands	<ul style="list-style-type: none">• Regularly required to see, hear, stand, walk, climb, balance, kneel, and stoop.• Ability to lift up to 30 pounds from the floor to 5 feet.• Ability to operate a vehicle.
Attendance	<ul style="list-style-type: none">• Regular and predictable attendance is an essential requirement.

Apply here: <https://firstlutheranearney.org/employment-application/>