

Towson Presbyterian Church

Position: Director of Children, Youth, & Family Ministries

Term: Full-time; 40 hours/week; Benefits Included



Towson Presbyterian Church (TPC)—an inclusive, curious, compassionate, and courageous community of faith striving to grow as disciples of Christ—seeks a highly motivated and relational leader with a deep love for children, youth, and families to serve as our Director of Children, Youth, & Family Ministries. TPC has engaging children and youth programs, a growing family ministry, committed volunteers, and strong congregational support. We are seeking a Director who can build on that foundation, bringing greater focus and intentionality to these ministries while strengthening and expanding the ways we form faith, build community, and engage families.

Our next Director will understand that vibrant children and youth ministries are intertwined with meaningful ministries with their parents and families. Recognizing parents and caregivers as their children's primary faith-formers, the Director will help build community among parents, support families in nurturing faith at home, and create opportunities for parents to explore and deepen their own faith. The Director will also intentionally engage families who encounter TPC through worship, Towson Presbyterian Preschool, Camp BeeTree, or other ministries by building relationships and inviting them into deeper connection with the TPC community.

Responsibilities:

Leadership & Ministry Development

- Work with Associate Pastor & Children, Youth, & Family Ministries (CYFM) Committee to cast and implement a vision for the continued growth and development of TPC's children, youth, and family ministries.
- Recruit, develop, and stay in regular dialogue with volunteers to provide support and foster shared ownership of these ministries.
- Regularly evaluate ministries and identify opportunities for growth, development, and new ministries.
- Collaborate with pastors and staff as appropriate, and provide input regarding children, youth, and family ministry to the congregation, Session, staff, and budget process.
- Listen to children, youth, parents, and caregivers to understand their experiences and needs, using those relationships to help shape the continued development of TPC's ministries.
- Collaborate quarterly with the Worship, Music, & Arts Committee to identify and develop opportunities for children and youth to participate meaningfully in worship.
- Other duties as assigned by one of the pastors with Personnel Committee input.

Children & Youth Ministries

- Work with the Associate Pastor and CYFM Committee to organize and implement engaging and formational ministry for children, middle school, and senior high youth, including Sunday morning programming, youth gatherings, retreats, confirmation, mission opportunities, and more.
- Provide leadership in the evaluation, selection, and use of all curricula for children and youth.
- Plan and administer a summer weeklong day camp (similar to VBS) at the church's BeeTree Preserve site, including curriculum selection, volunteer recruitment and equipment, and camp organization.
- Oversee the church's professional Nursery Caregivers.

Parents & Families

- Strengthen and expand TPC's family ministry by growing existing parent groups and developing new opportunities for parents and caregivers to gather, form meaningful community, explore their own faith, and find support in the joys and challenges of parenting.
- Encourage and equip parents and caregivers as their children's primary faith-formers, providing practical opportunities and resources for nurturing faith at home.
- Build meaningful relationships with children, youth, and their parents.
- In consultation with the pastors, maintain appropriate contact with families experiencing significant transitions, crises, or disengagement from the congregation.

Connection & Communication

- Prioritize consistent, timely, and engaging communication with church families and volunteers, sharing stories of meaningful ministry while keeping people informed about and invited to upcoming programs.
- Intentionally engage visiting and newly participating families, connecting them with other parents and families, and inviting them into deeper relationship with the TPC community.
- Cultivate relationships with families who encounter TPC through Towson Presbyterian Preschool, Camp BeeTree, community events, and other ministries, creating intentional opportunities for their continued engagement with the TPC community.

Reports To: Associate Pastor

Education: Bachelor's Degree in related field preferred

Time Requirement: 40 hours per week

Compensation: Competitive Salary with the option to receive medical benefits or take the equivalent amount as additional salary

Contact: Kirsten Lovo – kirstenlovo@gmail.com

Ministry Responsibility		Avg. hrs/week
Parent & Family Ministry — leadership and development of parent groups, family gatherings, intergenerational experiences, parent support, and faith-formation opportunities for families		6
Children’s Church School — preparation, curriculum coordination, teacher communication, Sunday morning leadership, and program organization		5
Youth Ministry — planning and preparation, communication with youth and parents, volunteer coordination, and leadership of youth programming		5
Visioning & Ministry Development — long-range visioning, evaluation of ministries, identifying and developing new ministries, whole-ministry calendar and priority planning, and regular visioning/development conversations with pastors		4
Family Outreach, Follow-Up & Engagement — intentionally engaging visiting and newly participating families, Preschool and BeeTree families, and others who encounter TPC; building relationships, following up, and inviting further connection		4
Ministry Communication & Storytelling — regular communication with families and volunteers, sharing stories of meaningful ministry, communicating upcoming opportunities, and extending invitations to participate		2
Camp BeeTree — preparation, curriculum, volunteer recruitment, logistics, and other year-round planning, annualized across the year		2
Staff Meeting & Collaboration — weekly meeting and related coordination		2
CYFM Committee Leadership & Support — monthly meeting with the CYFM chair; preparation for and participation in committee meetings; regular communication, follow-up, and equipping committee members for shared leadership		1
Volunteer Development & Support — recruitment, training, encouragement, and support beyond volunteer coordination already included within individual ministries		1
Children & Youth in Worship — preparing children’s messages and collaborating with worship leadership to create opportunities for children and youth to participate in worship		1
General Administration — email, scheduling, purchasing, registrations, budget administration, calendars, records, nursery oversight, and other routine administrative responsibilities <i>not</i> already included within individual ministry areas		3
Regularly Allocated Workload		36 hrs/week
Flexible Ministry Capacity — seasonal demands, pastoral/relational needs, special events, volunteer issues, retreats, confirmation, BeeTree ramp-up, and other weekly variations		~4
Total Position		40 hrs/week