Family Ministry Coordinator

St. Francisville United Methodist Church

Part-Time | Approximately 10 - 15 hours/week

St. Francisville United Methodist Church is seeking a **Family Ministry Coordinator** to help strengthen and grow our ministry with **children, youth ages 0–18, and their families**.

We are looking for someone who loves people, builds relationships easily, and believes that ministry is something we do **together**. This role is not about doing everything yourself. Instead, the Family Ministry Coordinator will **recruit, equip, empower, support, and coordinate the people who make Family Ministries happen.**

What You'll Do

Build & Equip Ministry Teams

- Recruit and encourage volunteers who have gifts and passion for children, youth, and families.
- Coordinate Safe Sanctuary/Safe Gathering training and required volunteer screenings.
- Provide volunteers with the curriculum, resources, schedules, and support they need to serve well.
- Develop shared leadership so that ministry is sustainable and does not depend on one person.

Connect & Communicate

- Communicate clearly and consistently with parents, caregivers, volunteers, and the congregation.
- Promote opportunities for children, youth, and families to connect with the broader life of SFUMC.
- Celebrate Family Ministry stories, needs, and opportunities with the congregation and community.
- Welcome and connect new families to the church .
- Develop meaningful relationships with children, youth, parents, caregivers, and volunteers.

Strengthen Family Ministries

- Coordinate age-appropriate curriculum and discipleship resources for children, youth and their families
- Help evaluate existing ministries and identify opportunities for growth.

- Bring ideas and ministry needs to the pastor and church leadership.
- Help plan programs and events and steward Family Ministry resources responsibly.

We're Looking For Someone Who Is

- Relational, approachable, dependable, and organized.
- A clear and consistent communicator.
- Comfortable recruiting, encouraging, and empowering volunteers.
- Collaborative and able to work well with clergy, staff, parents, church leaders, and lay volunteers.
- Creative, proactive, and willing to take initiative.

A Different Kind of Ministry Role

In this flexible role, we are looking for someone who can make sure **the ministry is ready, the people are equipped, families are informed, and the right leaders are in place.** The Coordinator is not expected to personally lead or attend every children's or youth event. Instead, this person will help build the people and systems that make ministry possible.

If you are someone who loves children, youth and their families, sees possibilities, and enjoys helping others discover their gifts for ministry, we'd love to hear from you.

To apply: Reach out to our SPRC chairperson, Kati Williamson at katimwilliamson@gmail.com or 225-931-3506