

Director of Children, Youth, & Family Ministries

Diamond Lake Lutheran Church – 5760 Portland Ave. S, Minneapolis, MN 55417

Reports to: Lead Pastor

FLSA: Exempt

Status: Full-time

Effective: Sept 2026

Job Summary

The Director of Children, Youth, & Family (CYF) Ministries is primarily responsible for faith formation for children and youth from birth through young adulthood. This position requires someone with a deep understanding of Lutheran theology; a strong affinity for children and young people; a creative, collaborative, flexible, and joyful spirit; and a high level of organization. The right person for this role will exercise discretion regarding confidential information and will hold strong and clear boundaries, especially as they relate to safe-child and safe-environment best practices. Regular presence on Sunday mornings and Wednesday evenings (especially Sept – May) is expected.

Essential Duties*:

- Build and maintain relationships with the children and youth of the church, as well as with their adult caregivers and the congregation as a whole
- Plan and facilitate weekly Kids Club for kids 3 years old – 6th grade, with middle and high school students as mentors/helpers (including curriculum selection, lesson planning, and volunteer recruitment and training)
- Plan and facilitate the monthly Confirmation program for 7th and 8th graders (including curriculum selection, lesson planning, overseeing the annual Confirmation retreat and Confirmation milestone, and volunteer recruitment and training)
- Plan and facilitate weekly Youth Group conversations for high school students
- Plan and carry out a handful of events related to CYF ministries over the course of the year, often in collaboration with other ministries of the church, including faith milestones and fundraisers for CYF ministry
- Plan and facilitate summer trips, often one for high school youth and another for middle school youth (including vetting host organizations, collaborating with other congregations and their CYF staff, and recruiting volunteers and chaperones)

Other Responsibilities*:

- Attend regular weekly staff meetings
- Collaborate with staff and congregational volunteers across other ministries of the congregation
- Serve as the staff liaison to the Children, Youth, & Family Ministries Committee
- Provide support for the annual youth musical
- Help to plan and carry out South Minneapolis Day Camp in collaboration with ministry staff and volunteers from other south Minneapolis congregations
- Celebrate and lean into the goodness of diversity in all its forms, especially regarding race and ethnicity, sexual orientation and gender identity and expression, ability, and neurodiversities, to provide every opportunity for all children and youth to participate fully in the ministries of the church

*The duties listed here reflect the current schedule, makeup, and programming of CYF ministry at Diamond Lake Lutheran Church. We fully welcome and expect the next person in this role to bring a new and unique vision for this ministry, and we look forward to learning and collaborating together as we shape CYF ministry going forward!

Minimum Qualifications:

- 2 years of education beyond a high school diploma or equivalent, B.A. or education/training in youth or children's ministry, theology, or education is a plus
- Proven experience working with children and young people, preferably in a ministry-based setting
- Demonstrated leadership and small group facilitation skills
- High level of familiarity with Lutheran theology or that of an ELCA full-communion partner denomination
- Excellent communication skills, both oral and written, including the ability to communicate with both youth and adults across multiple tech platforms

Physical Requirements: Able to move freely in and out of office spaces and around the church building (both inside and outside), able to drive, able to use technology for communication and storytelling purposes, able to speak comfortably in a public forum

About Diamond Lake Lutheran Church: Diamond Lake Lutheran is a vibrant, progressive, multigenerational, and Reconciling-in-Christ congregation of the ELCA (Evangelical Lutheran Church in America), located in the Diamond Lake neighborhood of south Minneapolis. The congregation is one focused on justice and joy, in relationship and connection to the wider community. Read our Welcome Statement and learn more at www.dllc.org.

Compensation Details

- Financial compensation at or above Minneapolis Area Synod guidelines (see <https://mpls-synod.org/for-leaders-and-churches/for-congregations/compensation-guidelines/>)
- 4 weeks paid vacation, plus paid sick time
- Continuing Education budget

Core Competencies:

- *Initiative:* Is action-oriented and energetic; seizes opportunities; sets aspirational but achievable objectives for self and others
- *Integrity & Trust:* Is seen as trustworthy by others; practices direct, honest, and transparent communication; keeps confidence; responds to situations with consistency and reliability
- *Teaching:* Designs effective lesson plans and facilitates learning experiences in both small and large group settings; selects topics that are relevant, age-appropriate, and contribute to a deeper understanding of scripture, faith, and theology; uses a variety of teaching topics to maintain interest and build relationships and connection
- *Creativity & Innovation:* Generates new ideas and fresh approaches to existing ideas; takes and encourages others to take acceptable risks; learns from mistakes; demonstrates good judgment
- *Compassion & Care:* Exudes a natural sense of care for the well-being of others; responds with empathy to the life circumstances of others; demonstrates appropriate and boundaried expressions of care
- *Interpersonal Skills:* Establishes good working relationships; works well and collaborates with people of all ages and at all levels in the congregation; builds appropriate rapport; is approachable; avoids communication triangles

Interested parties should submit a resume and letter of interest to Pastor Andrea Roske-Metcalf at andrea.roske-metcalf@dllc.org. Resumes will be received and interviews conducted on a rolling basis until the position is filled.