

Director of Family Ministries

Milwaukie Presbyterian Church – Milwaukie, OR

ABOUT THE POSITION:

The Director of Family Ministries will partner with staff and church members to design, implement, and deliver Milwaukie Presbyterian Church's ministries of nurture: including spiritual development, education, and fellowship.

ABOUT MPC:

We are a Christian church affiliated with the Presbyterian Church (USA). We are a justice-seeking, intellectually curious, LGBTQIA+ affirming congregation that cares deeply about one another, the Milwaukie community, and the world. More can be found at www.milwaukiepres.org.

THE DETAILS:

This is a local position that requires 15 hours per week including Sunday mornings, weekdays, and occasional evenings and weekends. Email access and some facility with technology is required.

HOW YOU WILL SPEND YOUR TIME WITH US:

- Nurture the spiritual development of all ages at MPC, with special attention to children and youth under the age of 18;
- Design, implement, publicize, and deliver a high-quality calendar of education and fellowship events in collaboration with other staff and committees;
- Participate and assist in hybrid worship on Sunday mornings and other services;
- Be a key part of the life of the church community, to support both the values, vision and ethos of MPC;
- Maintain contact with parents/guardians of children and youth;
- Create and manage budgets for education and fellowship ministries;
- Use assigned email accounts–Zoom, Google Docs, Google Slides, and Slack–as needed to facilitate planning and host church events;
- Communicate with the staff and volunteers during regular office hours as needed;
- Collaborate well with staff colleagues, volunteers, and community partners;
- Work independently, take initiative, and seek help when needed;
- Supervise MPC's part-time nursery attendants.

Personal Qualities and Attributes:

- Spiritual practices that align with the Presbyterian Church (USA);

- Interest in playing a part in the regeneration of the wider Milwaukie community through the ministries of the church;
- High ethical standards;
- Strong interpersonal, written, and oral communication skills;
- Motivation to improve standards and achieve excellence;
- Strong organizational skills;
- Experience as a volunteer or staff working with children and youth;
- Training in, or willingness to be trained in, Christian education;
- Have a valid driver's license and automobile insurance.

COMPENSATION

- The position is 15 hours per week
- This is a part-time salaried position at \$16,380/year
- A professional expense account of \$200/year is provided
- Two weeks of paid vacation time, including two Sundays
- Paid personal sick leave in accordance with state law
- Continuing education leave and funding available

HOW TO APPLY:

Send a cover letter and resume that include appropriate experience to: search@milwaukiepres.org This position is open until filled.

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