

Bethlehem Lutheran Church in Longmont, Colorado is seeking an individual with passions for youth and family ministry, education, and spiritual growth to serve 30 hours per week as Director of Faith Formation. We are open to candidates with varied levels of education and experience as we seek to find the right person to work alongside members and staff. All interested persons are encouraged to send a resume and cover letter to Council President, Matt James ([president@bethlehem-lutheran.net](mailto:president@bethlehem-lutheran.net)).

To learn more about Bethlehem Lutheran Church, see our newly forming Mission, Vision, Beliefs and Values and check out the About BLC videos on YouTube:

- [https://docs.google.com/document/d/1tNOnP9vt7Zgb3thwTWYzhSLA7URTn1\\_V-GuHCcpedgw/edit?usp=sharing](https://docs.google.com/document/d/1tNOnP9vt7Zgb3thwTWYzhSLA7URTn1_V-GuHCcpedgw/edit?usp=sharing)
- [https://youtube.com/playlist?list=PLVMllrlcQr2xTXc\\_yJ5wC4FsSCmtHxqkS](https://youtube.com/playlist?list=PLVMllrlcQr2xTXc_yJ5wC4FsSCmtHxqkS)

## **Director of Faith Formation Job Description**

### **1. Coordinate Faith Education Opportunities**

- a. Organize Sunday School Volunteers to lead Sunday School
  - i. Assist Faith Formation Ministry in choosing and implementing curriculum.
  - ii. Lead classes as needed/desired.
  - iii. Work with the pastor to organize communion classes.
  - iv. Educate and empower children/youth to participate in worship. For example: youth led worship services, in-worship Christmas program, other worship leadership opportunities (reading, acolyting, ushering, etc).
- b. Support Confirmation Ministry
  - i. Work with the pastor to develop/select curriculum for classes. Assist in leading classes and/or selecting other adults to assist.
- c. Coordinate and Lead Confirmation Mentor Ministry
  - i. Review and revitalize Mentor Ministry. Recruit mentors for confirmation students. Coordinate regular check-ins and gatherings.
- d. Support Adult Forum
  - i. Assist the pastor and Faith Formation Ministry in scheduling and leading adult forums as appropriate.
- e. Coordinate Bible Sunday
  - i. This involves selecting and purchasing bibles, inviting recipients to worship for a bible blessing, assisting with the blessing in worship, and coordinating distribution of bibles.

### **2. Oversee and support High School Youth Ministry**

- a. Organize and empower adult volunteers to work with youth and youth volunteers.
- b. Coordinate special opportunities for faith formation including but not limited to:
  - i. ELCA Youth Gatherings
  - ii. Synod and Camp Gatherings and Leadership Experiences
  - iii. Service-Learning Experiences
- c. Coordinate regular opportunities for check-in and relationship building.

**3. Coordinate Camp Opportunities**

- a. Work with Faith Formation Ministry and other community leaders (like First Lutheran) to coordinate summer Vacation Bible School/Day Camp
- b. Be a connector for Confirmation Camp and other youth camp experiences.

**4. Participating in the Congregation Community**

- a. Work alongside the Faith Formation Ministry Chair to schedule FF meetings. Is a staff liaison to FF meetings.
- b. Worship is core to this community. We expect this person to regularly lead in worship by sharing children's messages, preaching, and assisting as needed. We also encourage this person's presence in regular worship.
- c. We value our relationships with other congregations and community organizations. We expect this person to serve with these types of groups as well. For example: Light of Christ ECC, Attention Homes, Our Center, First Lutheran, Rocky Mountain Synod/Boulder-Broomfield Conference, etc.

**5. Other duties as assigned**

*This is a three-quarters time job description. As we continue to minister in Covid-times and come out of Covid-times some duties will change. There is potential for the position to become a full-time position in the future.*