

Director of Family Ministries

St. Andrews Presbyterian Church in Tucker, GA (www.sapctucker.org) seeks a part-time program staff member to lead ministries with children of all ages, nurture intergenerational relationships, and empower families to grow in faith and love and serve Jesus together.

We are looking for someone creative, compassionate, self-motivated, and collaborative. The ideal candidate will be rooted in the Reformed faith and committed to intentional Christian nurture for all ages, both within and beyond the traditional Sunday school setting. This approximately 20-hour-per-week position reports directly to the pastor.

If you would like to apply or have questions, please get in touch with Pastor Camille LeBron at camille@sapctucker.org

Responsibilities & Duties:

Faith Formation

- Collaborate with the Pastor and Education Ministry to develop and implement programming for the spiritual formation of children and to equip parents to fulfill their calling as the primary spiritual leaders of their children.
- Create opportunities for families of all kinds to grow in faith together.
- Develop and manage intergenerational programs for Christian nurture.
- Plan and coordinate Sunday School, including curriculum selection for preschool, elementary, and youth Sunday school; communicate adult SS topics with the congregation; train and support teachers as needed.
- Develop and implement plans for faith formation milestones (e.g., receiving a first Bible, learning about sacraments, worship leadership, confirmation, transitioning beyond high school) that meet the current and future needs of the children and youth of St. Andrews.
- Serve as a staff resource for the Education ministry.

Engagement

- Coordinate outreach efforts to invite and welcome new families to St. Andrews.
- Advocate for Family Ministries in the whole ministry of the church.
- Serve as staff resource to the team coordinating the annual Back to School carnival.
- Oversee nursery staff and volunteers and manage issues arising on Sunday mornings, i.e., absence of childcare personnel, Sunday school teachers, etc.

Worship

- Work with the pastor, music staff, and church leaders to involve children and youth in worship.
- Participate in Time with Children during worship and, if desired, in other worship activities, as well.

St. Andrews School

- Lead the En-CORE program, engaging church volunteers in supporting St. Andrews School (SAS) through story time, music enrichment, holiday events, and relationship-building.

- Work with the pastor and SAS staff to implement weekly chapel or other faith formation programs for SAS students.

Other

- Ensure that volunteers comply with The Miriam Project, protecting children, youth, and at-risk adults.
- Provide monthly written reports on ministry activities to the session.

Time Requirements:

- Regular presence on Sunday mornings.
- Attendance at weekly program staff meetings (in person or online).
- Participation in monthly Education Ministry meetings.
- Coordination with the Engagement Ministry and Coordinator of Older Adult Ministry as needed.
- Attendance at Session Meetings (typically the third Sunday of each month after worship).
- Participation in SAS board meetings as required.

Qualifications:

Required:

- Bachelor's degree.
- Minimum of 2 years of experience working with children and families in church, school, or other relevant setting.
- Knowledge of Presbyterian and Reformed tradition, polity, and theology.

Preferred:

- Seminary training.
- 5 or more years of experience working with children and families in church, school, or other relevant setting.

Responsible to:

- Pastor/Head of Staff