

Director of Family Life

Zion Lutheran Church

Bridgeville PA 15017

POC: Rev. Dr. Edward O. Grimenstein, pastor

Email: pastor@zxcb.org Mobile: 412-523-7896

The *Director of Family Life* will work alongside the pastor of Zion Lutheran Church in developing and maintaining outreach programs to the local community (primarily through *Zion Lutheran Preschool*). The *Director of Family Life* will also focus upon strengthening the relationships between existing Zion members.

The overall goals of the *Director of Family Life* position are as follow:

- Create a preschool outreach initiative.
- Plan all youth programming/events.
- Recruit & coordinate volunteers for programs.
- Oversee ordering of resources related to events.

A few areas Zion would like to strengthen through the *Director of Family Life* position are as follow:

Primary Responsibilities

Pre-School Outreach – Work in coordination with the Preschool Director to find creative ways of reaching out to Zion’s preschool families (particularly the mothers). This could include the hosting of a women’s bible study once a week during preschool hours, offering a luncheon, offering a “date night” for parents in February, “shopping night” in December, or even starting an *English as a Second Language* (ESL) class for Indian mothers.

Youth Ministry – In coordination with volunteers will oversee the planning and execution of the Youth program at Zion. These activities would include but are not limited to: *National Youth Gathering* plans (studies, fundraising etc), *Higher Things* gatherings (both regionally and nationally), social activities (Simmons Farm in Fall, white water rafting etc), servant events etc.

Senior Ministry – Identify creative ways for retired members to utilize their talents & experiences in the mission of Zion Lutheran.

Website Oversight – maintain the site as an evangelistic tool to the community. Special emphasis will be placed upon updating the newsfeed in a regular manner.

VBS Assistance - *Director of Family Life* will assist the VBS program at Zion either by serving as the Director of VBS or with the openings. This person will also be in charge of maintaining contact with visiting families after VBS.

Women's Ministry – Work alongside existing volunteer leaders to strengthen the various women's ministries of Zion with a special emphasis upon providing continuity in the case of voids in volunteer leadership.

Additional Responsibilities Could Include:

College/Military Care Team – Organize a group of volunteers to schedule monthly card/email contact with all of the college/military members of Zion.

Lutherans for Life, Life Team – encourage the creation of a Lutherans for Life, *Life Team* at Zion that will promote life awareness in the congregation and also encourage retreats to promote awareness such as the *March for Life* in Washington DC etc.

Bi-Annual/Quarterly Congregational Prayer Breakfasts – Work alongside the pastor in the planning and execution of quarterly prayer breakfasts for the congregation.

Congregational Meals – Assist with the planning of any Advent & Lenten dinners (when directed by the Board of Elders). The *Director of Family Life* will also start “5th Sunday Potlucks” as they occur on the calendar.

Green Thumb Club – Organize a group of volunteers to assist in the beautification of Zion's external gardens.