

POSITION: DIRECTOR OF CHRISTIAN EDUCATION (DCE)

PURPOSE: To provide leadership in the church's programs for youth and parish education.

ACCOUNTABILITY:

1. The DCE will be evaluated and supervised by Senior Pastor. The Senior Pastor and the Board of Education will provide evaluation input and encouragement.
2. To assist in developing a cross-generational approach within the educational programs already in place at Peace Lutheran Church, as well as support the development of new educational programs (i.e. Sunday School, School of Religion, and Vacation Bible School.
3. Salary and benefits are set by the Church Council and approved by the congregational assembly.

PRIMARY DUTIES AND RESPONSIBILITIES:

Youth Ministry

1. Direct and focus on programs of Christian education and fellowship.
 - A. Build relationships with youth (i.e. home visits, phone calls, e-mails, meet with youth for lunch, trips, attend games/music events/plays etc.).
 - B. Develop a two-way ministry between congregation and youth: Congregation recognizes the youth, provides adult leadership and supports their activities. Youth provides service, help and assistance back to the congregation.
 - C. Assimilate newly confirmed and high-school youth into youth ministry and congregational life responsibilities.
2. Encourage and promote spiritual growth and renewal opportunities, including retreats, youth gatherings, conferences, servant events, etc., as well as small-group Bible studies.
3. Identify, recruit and train lay adult volunteers to assist in youth programs.

Education

1. Help the Board of Education plan, direct and revitalize programs of Christian education such as Sunday school, pre-school, vacation Bible school, adult Bible studies, family ministry, campus ministries, youth ministry, etc.
2. Help train and equip teachers and staff of the various Christian education programs.
3. Help the Pastor to plan and teach confirmation.
4. Serve as a resource person / advisor to the Board of Christian Education.

General

1. Network with area/district youth ministry professionals and the Nebraska LCMS District office to keep updated on youth and family events.
2. Communicate plans, activities, and concerns to Pastor, Board of Education, and families through attendance at regularly scheduled meetings.

3. Attend conferences, seminars, and workshops for keeping abreast of youth and Christian education ministries and continued professional growth.

4. Maintain a balance of office hours and hours spent in direct contact with youth and families. Office hours are to be published and known to the Pastor, office staff, and the Board of Education. Flexibility in working where needed is important. Some responsibilities may require working odd hours, however, it is recognized that appropriate time off is important.

5. The DCE is strongly encouraged to use their God-given talents in other activities and ministries here at Peace Lutheran Church.

Shared Responsibilities with Pastor

1. Care and counseling of youth.
2. Teaching in classes.
3. Young adult and campus ministry.
4. Assist in other areas of congregational life when needed and as mutually agreed upon.

QUALIFICATIONS:

The DCE must be a baptized, confirmed Christian with a commitment and passion for youth and Christian education ministries. He/she models a spiritual example to others by leading a Christian lifestyle. This person will be a commissioned minister (DCE) of the Lutheran Church-Missouri Synod and agrees with the constitution of Peace Lutheran Church.

The ideal candidate should possess the following qualities:

1. The ability to teach and interact with a wide variety of age groups.
2. Strong organizational, management and delegation skills.
3. Excellent written and verbal communication skills.
4. Ability to use computer and information technology for innovative teaching methods and to improve effectiveness and efficiency of daily operations.

REFERENCE DOCUMENTS:

Director of Christian Education Overview Appendix 1