

PALM DESERT COMMUNITY PRESBYTERIAN CHURCH  
DIRECTOR – FAMILY MINISTRIES  
POSITION DESCRIPTION



*The Vision of Palm Desert Community Presbyterian Church:*

*“To connect with God, one another and the world through Christ.”*

**Position Title:** Director – Family Ministries  
**Reports to:** Executive Director – Grow Ministries  
**Status:** Exempt  
**Schedule/Hours:** Full-time

**I. POSITION SUMMARY**

Oversee the Children’s Ministry, lead the Student Ministries of PDCPC and equip parents to lead their children spiritually.

The Director of Family Ministries will oversee the family discipleship systems from cradle to college working with parents throughout. The Director will work closely with the adult discipleship leaders to ensure that parents are prepared to lead their children and that young people have spiritual mentors when their parent cannot be the model.

**II. EDUCATION AND/OR EXPERIENCE**

- Strong abilities and experience in equipping leaders and working with teams.
- Ability to connect relationally with parents and children.
- Good teaching ability and communication skills.
- Ability to work closely with other Ministry Staff and Family Ministry Committee to see that our objectives are accomplished.
- Proven ability to develop and implement strategy
- A willingness and ability to pioneer new things and inspire others to new initiatives.
  
- 3-5 years’ experience in Youth or Children’s Ministry preferred.
- Seminary degree preferred. Other qualifications and training will be considered

**III. SCOPE**

**Church-Based Ministries**

- Oversee relational, engaging ministries to children and students.
- Ensure that the curriculum used at each level of spiritual development connects to the next.

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- Ensure that ministry leaders connect regularly to the homes so parents experience a clear partnership in the discipleship of their children.
- Develop and expound a vision that leads to a focus on teaching Bible knowledge and demonstrating living Christian faith through the relational interact between the pastor, other leaders and the young.

**Parent Training**

- Contribute to a team that develops and implements a plan for on-going parent training and encouragement.

**Intergenerational Connections**

- Encourage intergenerational gatherings to help the young and all generations to recognize how God is working in the whole family of God.
- Work with the senior pastor and other ministry teams to ensure that there are opportunities for all generations to worship, learn and serve together.

**Equipping and Encouraging Parents**

- Work with ministry leaders to bridge the gap between what children and youth are learning in their programs and what adults are learning in theirs.
- Guide ministry leaders in selecting or developing a curriculum that is cohesive from birth to adulthood and that helps parents to complement the church learning with home learning.
- Develop channels of resources that allow the parents to lead in their home in such a way that corporate unity is maintained.\

**IV. POSITION REQUIREMENTS/RESPONSIBILITIES**

To perform the essential duties of the position successfully, the skills, abilities or qualifications listed below are required.

- Adherence to the essential tenets of The Covenant Order of Evangelical Presbyterians (ECO) and evidence of developed spiritual maturity.
- A clear sense of call to Christian ministry with a special focus on Family Ministries as a personal commitment to Christian ministry.
- Excellent people skills; able to establish interactive relationships with people on many levels; able to be flexible, patient and compassionate.
- Able to maintain a high level of confidentiality and professionalism.
- Able to establish and maintain a positive, motivating and effective working relationship with large numbers of people including staff, volunteers, service providers and the public at large.
- Ability to think critically and conceptually; reach creative solutions to challenges and problems.
- Must be multi-task oriented; demonstrate a high degree of organizational skill.
- Must be willing to work evenings and weekends as required in a church setting and as directed by Executive Director – GROW Ministries
- Perform other duties as may assigned by the Executive Director – GROW Ministries from time to time.

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**V. WORKING RELATIONSHIPS**

- Reports to Executive Director – GROW Ministries.
- Works as a colleague with all Church staff.
- Serves as an ex-officio member of related Committees including Adult Christian Education, Budget, Family Ministries, Membership, The Academy Board, and other committees the Executive Director – GROW Ministries may designate

**VI. PHYSICAL REQUIREMENTS**

- Must be able to carry weights up to 50 pounds.
- Able to cope with stress associated with deadlines, simultaneous event occurrences, and directions from several sources on the same event.

**VII. PROFESSIONAL DEVELOPMENT**

Palm Desert Community Presbyterian Church encourages the *Director – Family Ministries* to pursue continuing professional and spiritual development. The Church encourages involvement in Presbyterian supported services and related personal development activities, with the understanding that these resources afford opportunities to gain valuable contacts, instruction and personal and professional growth in his (her) area of ministry, in consultation with Executive Director – GROW Ministries.

- Email resume and references to [searchcommittee@pdpresby.org](mailto:searchcommittee@pdpresby.org)

Palm Desert Community Presbyterian Church  
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More information on the City of Palm Desert  
<http://www.cityofpalmdesert.org/our-city>