



Christ Church of the Ascension
Paradise Valley, Arizona

Job Title:

Director of Children, Youth, and Families Ministry

Reports to:

Rector

Position Type:

Full-Time

Salaried

Position Summary:

The Director of Children, Youth, and Families (CYF) is responsible for envisioning, developing, coordinating, and leading programs that nurture the Christian faith of children (birth through grade 5), youth (grades 6–12), and their families. Grounded in Episcopal tradition and theology, the Director will cultivate a welcoming, inclusive, and engaging environment that supports young people's spiritual growth, fosters intergenerational connections, and encourages lifelong faith formation.

Key Responsibilities:

Program Development and Oversight:

- Plan and oversee Sunday morning formation programs (e.g., Godly Play, Sunday School, youth formation classes).

- Develop and support midweek programs, and special programs such as Vacation Bible School, Advent/Lenten family programs, Confirmation preparation, youth groups, retreats, and mission trips.
- Collaborate with clergy and lay leaders to integrate children, youth, and families into the full life of the parish, including worship, outreach, and parish events.
- Foster intergenerational ministry opportunities.

Pastoral Care and Presence:

- Build personal relationships with children, youth, and families; be a consistent, supportive, and visible presence.
- Provide pastoral care for young people and their families in collaboration with the clergy team.
- Attend major life events of families when appropriate (baptisms, confirmations, graduations, etc.).

Volunteer Recruitment and Training:

- Recruit, train, equip, and support a team of volunteers (teachers, mentors, chaperones).
- Ensure volunteers comply with Episcopal Church safety standards, including Safeguarding God's Children training and background checks.
- Provide resources, curriculum guidance, and ongoing support to volunteers.

Communication and Administration:

- Maintain regular communication with families via email, newsletters, website updates, social media, and parish announcements.
- Manage program budgets and track expenditures responsibly.
- Maintain up-to-date records for children, youth, volunteers, and program participation.
- Collaborate with parish staff to ensure smooth integration of CYF events into the overall calendar.

Worship Leadership:

- Partner with clergy to include children and youth in worship leadership (e.g., acolytes, readers, choir, ushers).
- Occasionally offer children's homilies, Children's Chapel, or family services as appropriate.

Community Engagement and Collaboration:

- Build partnerships with local Episcopal churches and ecumenical organizations for shared youth events and service opportunities.
- Participate in diocesan youth and children's ministry activities (e.g., summer camp, youth weekends, diocesan confirmation events).

Qualifications:

Required:

- A committed and growing Christian faith, with respect for the theology and practices of the Episcopal Church.
- A love for children and youth, and a passion for nurturing their faith development.
- Strong interpersonal and communication skills.
- Organizational, administrative, and leadership ability.
- Willingness to work flexible hours, including evenings and weekends as needed.
- Ability to work collaboratively as part of a ministry team.

Preferred:

- Experience in children, youth, or family ministry (paid or volunteer).
- Knowledge of Episcopal Church liturgy, theology, and polity.
- Bachelor's degree in education, youth ministry, theology, or related fields (or equivalent experience).
- Certification or training in Christian formation (e.g., Godly Play storyteller training, youth ministry certification) a plus.

Core Competencies:

- Relational ministry
- Volunteer management
- Creativity and innovation
- Spiritual maturity

- Cultural competence and inclusivity
- Teamwork and collaboration
- Program planning and execution

Working Conditions:

- Active and mobile during program times; ability to lift materials (up to 25 lbs) for events.
- Office space provided; some remote work flexibility may be possible.
- Must adhere to Episcopal Church and diocesan safeguarding and child protection policies.

Benefits:

- Salary: \$50,500 to \$60,500
- Health Insurance: Full Family Medical (Anthem Blue Cross Blue Shield “silver”)
- Pension/retirement: Yes
- Cell Phone: Monthly Allowance

To apply please contact Fr Rod Hurst at rodney.hurst@ccaaz.org or 602.840.8210.