

# ICC Staff Team

## Job Description



### Family Ministry Director

#### Job Brief

As Island Community Church's Family Ministry Director, you will have responsibility to nurture, lead, and grow a thriving family ministry in an exciting urban ministry context. Your goal is to use your gifts and skills with excellence to contribute toward the mission and growth of the church, focusing on discipleship and spiritual growth of children and families. The Family Ministry Director is vital to our leadership team and the health of our church, requiring a sincere daily relationship with Jesus, personal spiritual health, evidence of a ministry calling, passion for relational discipleship, gifting and competency toward family ministry effectiveness, and compatibility with our unique leadership team, relational church culture and urban ministry context. While you are in a full-time role, you are an important part of the entire church and should share, along with every church member, a joyful participation and passion for our vision and purposes together.

*Ministry Coach and Supervisor: Associate Pastor of Discipleship*

#### Responsibilities:

##### **Family & Kids Discipleship**

- **Parents**
  - Disciple and equip parents (in their primary role in discipleship of their children within their home demonstrated by weekly discipleship tools, recommended resources, learning environments, discipleship planning at baby dedication, family conferences, and other ongoing relational and systematic discipleship opportunities)
- **Kids**
  - Oversee the discipleship and mentoring of children and teens with intentionality toward growth through the Family Ministry Discipleship Strategy
  - Choose discipleship curriculum in coordination with the Associate Pastor of Discipleship
  - Lead with passion and resourcing for leading kids to personal faith in Jesus

##### **Family Community & Care**

- Partner with Community Groups Leaders to provide genuine friendship, encouragement, and support for all parents and families

- Serve as primary communicator and liaison between church staff, elders, and families on Sundays and throughout week
- Intentionally plan family-specific opportunities and events outside of Sunday morning that encourage spiritual growth and connections
- Ensure visiting families understand the process of committing to ICC and are connected to discovery classes.

### **Family Ministry Leadership**

- **Sunday Volunteer Leadership**
  - Recruit parents along with other church members and attenders to serve as Family Ministry Sunday Volunteers.
  - Train all Volunteers and Leaders in the vision of Family Ministry Discipleship and Outreach
- **Leadership Pipeline**
  - Help prepare Kids Discipleship Team for effective weekly lesson preparation and teaching in chosen theological curriculum
  - Develop and mentor new, passionate Family Ministry volunteers Team Members, and Team Leaders
  - Recruit, Develop, and Equip in the Family Ministry Leadership Pipeline
  - Personally fill in for volunteer gaps as needed
- **Additional Leadership Oversight**
  - Oversee the coordination of volunteers toward special events in the church life: Special worship services, family meetings, Parents Night Out, ICC Discovery Classes, on campus community groups, Global Missions Focus, and other special events that require childcare
  - Lead in appropriate organizational and Family Ministry practices that meet safety, legal compliance, spatial needs, and other expectations in cooperation with our Caring Well Leadership guidelines

### **Family Ministry Growth**

- **Development**
  - Provide vision for future and growth for a thriving Family Ministry
  - Manage vision and development of new kids ministry spaces within the ICC facilities
  - Develop effective strategies for global missions discipleship and involvement for families in partnership with our Global Missions Coordinator
  - Regularly evaluate Family Ministry for purposes of growth and development
- **Outreach**
  - Develop and lead effective strategies for contextualized family outreach and local ministries participation in partnership with our Local Ministry Coordinator that fit into our Local Ministry and Outreach vision for the community.
  - Support Local Ministry strategies that engage children in our community with resources and vision development including Uptown Outreach,

Memphis Athletic Ministry partnership, St Jude Target House, FLICC, Maria Montessori Mud Island, and Youth Outreach

- Develop assimilation and discipleship strategies for new children, youth, and families that have come into the church through our Local Ministry and strategic outreach efforts.
- Help grow the church by reaching new families in community, both lost and unchurched through organic outreach and strategic events and partnerships that engage families in our community

#### **Additional Staff Responsibilities**

- Willingness to participate in and support Sunday worship ministry through platform leadership and special engagement
- Represent family needs, opportunities, and events in ICC staff meetings
- Willingness to serve as a global missions leader on trips when requested
- Manage family ministry budget and funds
- Participate in the Discipleship POD initiatives
- Work with the Discipleship POD to resource the church as a whole with discipleship resources like small group guides, devotions, and additional personal discipleship materials