



Trinity United Methodist Church
605 W. Golf Rd. Mt. Prospect, IL 60056
847.439.0950 (Office #1, Pastor #2)
www.trinitymp.org

Job Title: Director of Family Ministries
Reports to: Senior Pastor
Status: 30 hrs/wk
Vacation: 4 Sundays- PTO
Salary: \$27,000-\$30,000 annually

Trinity United Methodist Church - Our Vision and Values: At Trinity, we are a church family that spans generations, sharing God's love and opening our arms to everyone. Every person is valued here; we see each one as a reflection of God. Regardless of age, race, ethnicity, sexual orientation, gender identity, physical or mental condition, marital status, family circumstances, or financial position, you're warmly welcomed to fully participate in our church community. Rooted in the life and teachings of Jesus, we seek to grow in love, nurture spiritual growth, intentionally connect with our nearest neighbors, and serve others with compassion. We want to equip and empower our community to be deeply committed Christians, embracing the values of family and faith, diversity and inclusivity, compassion and curiosity. We believe that God is calling us to be a center for community, with Christ at the center.

Position Summary:

TUMC is seeking a Director of Family Ministries to provide leadership, vision and coordination for ministries serving (pre-K through 12th grade). This role focuses on nurturing spiritual growth aligned with the church's mission to make disciples of Jesus Christ for the transformation of the youngest members and their families.

Key Responsibilities and Duties:

- Create and execute a long-term, church-aligned vision for comprehensive Family Ministries, including children, youth, and their families.
- Collaborate with church staff and pastor to integrate children and youth into the life of the church.
- Lead, organize, select curriculum, and carry out administrative duties for all family ministry programming, including nursery, Sunday School of Children and Youth, youth group, confirmation, retreats, community opportunities, and intergenerational events.
- Coordinate nursery staff and volunteers to provide care during Sunday worship and church programs as needed.
- Promote an environment where children and youth feel connected, valued, and celebrated without judgement.
- Ensure safe, welcoming, and appropriate environment for all age groups, including adherence to Safe Sanctuary policies.
- Maintain and review regularly the safe sanctuary policies and records for program volunteer background checks.
- Recruit, guide and coach the volunteers.
- Coordinate the use and upkeep of activity materials for the PrayGround during worship services.
- Facilitate special ministry events for children and youth throughout the year including Summer.

- Offer ongoing spiritual/pastoral care for children and youth as needed, in collaboration with the pastor.
- Publicize events through church website, social media, and worship announcements.
- Provide support for worship services, including Come Closer Moment (Children's message).
- **Family Engagement:**
 - Communicate regularly with parents/ guardians in partnership, via email, text, or Social Media, to support spiritual growth.
 - Provide resources (Curriculum options are available) and encouragement for faith formation at home.
 - Create missional opportunities for children, youth and their families to learn and serve together.
 - Oversee and manage Family Ministries budgets responsibly.

Qualifications:

- Strong personal faith with a welcoming mindset.
- Knowledge of Biblical and spiritual traditions and willing to learn about United Methodism.
- At least one year of experience as a leader in a Christian Education and/or Youth Ministry setting preferred.
- Experience in creating ministries that connect children and youth.
- Skilled in recruiting and training volunteers, while nurturing and sustaining volunteer team.
- Passionate about expanding Trinity's outreach beyond our congregation to connect with individuals new to the Christian faith, as well as those within our surrounding community.
- Ready and able to take initiative (Self-Starter and Action-Oriented).
- Proficient in writing and public speaking.
- Ability to maintain confidentiality.

How to Apply

Interested candidates should submit a resume and brief cover letter to:

Pastor Sam Park (pastorsam@trinitymp.org)

Start date: Summer 2026 preferred, but open to negotiation.