



Celebrate God's love
Nurture relationships with God and one another
Serve our community and world, as we share the light of Christ

Trinity United Methodist Church – Springfield, Massachusetts
A Reconciling Congregation
Director of Family Ministries

Review of applications will begin on May 20, 2026
(and will continue until the position is filled).
Email resume and cover letter to Staff-Parish@trinityspringfield.org
Contact: Lisa Bakowski, SPRC Chair, at above email address.

Job Description: Director of Family Ministries

Reports To: The Senior Pastor

Hours: Full-Time

Purpose: The Director of Family Ministries is responsible for the leadership, development, administration, and support of programs and events for children, youth, and families in the areas of Christian education, discipleship, mission, and outreach. This person is also responsible for: ensuring the families are connecting through various small groups; and assisting in worship, as requested by the Senior Pastor.

Qualifications:

- Personal relationship with God and some knowledge of United Methodist Church's traditions, theology, and practices
- A growing discipleship of Jesus Christ and compassion for others
- Bachelor's Degree and at least three years of related experience
- Experience in Christian Education or related field
- Strong interpersonal, networking, organization, and communication skills
- Ability to work with children and youth and serve as Family Ministry liaison
- Ability to work as part of a team to accomplish the goals for ministry
- Demonstrated knowledge of team management principles and budgetary controls
- Ability to maintain confidentiality and self-discipline
- Ability to prioritize resources and time and meet deadlines
- Pass a CORI check

The Director of Youth and Family Ministries is a member of the Trinity staff, supervised by the Senior Pastor, and is bound by confidentiality.

Essential Responsibilities:

- Engage and grow participation of children, youth, and families
- Oversee and lead children and youth programs and ministries
- Work with parents and volunteers to develop opportunities for spiritual growth for children, youth, and families
- Encourage and coordinate youth and family involvement in mission projects
- Work with other leaders to design engaging experiences for children, youth and families
- Assist in worship, including sharing a children’s message weekly
- Attend retreats and events as needed or requested by the Senior Pastor
- Develop, recruit, and nurture small groups and leaders
- Establish and strengthen connections with post high-school young adults
- Abide by Trinity’s Safe Sanctuary Policy, ensuring the safety and security of all involved in programs
- Honor deadlines for submitting information for inclusion in weekly bulletins and monthly newsletters
- Attend staff meetings and meetings of the Administrative Council and other relevant committees as requested
- Submit yearly reports to the Annual Meeting of the church

Salary: \$55,000 +

Benefits: Paid vacation; professional development time and funds; subsidized health insurance, disability insurance, and pension benefits