

Position Opening: Director of Children's Faith Formation

First Lutheran Church – Mandan, North Dakota

Position Type

Part-Time (15 – 20 hours)

\$16 - \$17 an hour

Permanent Part-Time (10 – 12 months active)

Position Summary

First Lutheran Church is seeking a joyful, organized, and faith-filled leader to serve as our Director of Children's Faith Formation. This person will lead ministry with children from birth through elementary age, helping children and families grow in faith through engaging education, worship participation, and community-building opportunities.

We are seeking someone who loves children, values partnership with families, and can create a welcoming environment where every child knows they belong.

Primary Responsibilities

Faith Formation & Education

- Plan and lead Church School programming
- Coordinate midweek children's education opportunities as applicable
- Select and implement age-appropriate curriculum consistent with Evangelical Lutheran Church in America's values and theology
- Prepare lessons, crafts, and classroom materials
- Coordinates children's faith formation programs and church educational activities, including sacramental preparation, Bible distribution, Vacation Bible School (VBS), and other children's ministry events.

Worship & Seasonal Programs

- Coordinate children's participation in worship services
- Lead seasonal programs such as Christmas programs and family faith events
- Collaborate with church musicians and staff as needed

Volunteer Leadership

- Recruit, train, schedule, and encourage volunteer teachers and helpers
- Provide clear communication and support for volunteers
- Administer background checks for volunteers

Family Engagement

- Communicate schedules, events, and updates with families
- Encourage faith practices at home and connection to congregational life

Administration & Safety

- Maintain attendance and registration records
 - Order and organize supplies within budget
 - Help ensure a safe, welcoming environment for all children
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Qualifications

- Strong Christian faith and enthusiasm for children's ministry
 - Alignment with the mission and values of First Lutheran Church and the ELCA
 - Experience in education, childcare, ministry, or related field preferred
 - Strong organizational and communication skills
 - Ability to work collaboratively with staff and volunteers
 - Background check required
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Schedule

- Church school presence required
 - Some weekday planning/preparation hours
 - Seasonal evening/weekend events as needed
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To Apply: Please submit a resume and brief letter of interest to First Lutheran Church in Mandan at jackie@firstlutheranofmandan.org. 408 9th St NW, Mandan, ND 58554