

Director of Intergenerational Faith Formation





Ministry Leadership – Job Posting

Director of Intergenerational Faith Formation

The Director of Intergenerational Faith Formation will help shape the spiritual foundation of children, primarily from early childhood through 5th grade, while equipping families to grow, serve, and thrive together.

This person leads discipleship opportunities, including Sunday morning ministry for pre-K and Kindergarten, Sunday afternoon gatherings for children, and co-leading midweek children's discipleship with the Director of Kids Ministry.

We're looking for a warm, adaptable, and innovative leader who is passionate about helping children and families develop deep allegiance to Jesus and a sense of belonging across cultures and generations.

This position could range from 25–44 hours per week, with the final schedule determined during the interview process based on the candidate's experience and the needs of the role. Salary will be based on experience and scheduled hours. Positions under 36 hours receive benefits including accrued vacation; positions of 36+ hours receive standard health insurance, retirement, relocation, and other benefits.

To apply, email drew+hiring@villagebeaverton.com with your cover letter of interest and resume.



Ministry Leadership – Director Job Description

Director of Intergenerational Faith Formation

General Personal & Spiritual Qualifications

1. Profess personal faith in Jesus Christ as evidenced by spiritual growth and passion for God.
2. Model the biblical qualifications of an elder. (1 Tim 3:1-7, Titus 1:6-9, 1 Peter 5:1-3)
3. Model biblical integrity in all things. (Titus 2:7-8)
4. Model biblical leadership as an equipper. (Eph 4:11-13)
5. Model biblical community in relationships as described in the “one another” commands in Scripture.
6. Embrace Village's Mission, Vision, and Values – modeling a commitment to helping the church realize these goals.
7. Support a multi-staff and intercultural team ministry.
8. Affirm Village's Confession of Faith, covenant, position statements, and policies.

Ministry & Job Specific Qualifications

1. At least two years of kids, youth, or family ministry experience
2. Must have education or proven ability to understand and guide the spiritual formation of children
3. Must be a warm pastor of kids and families who can help facilitate allegiance and attachment to Jesus and community belonging across cultures and generations
4. Must be an adaptable leader who can provide innovative leadership and up-to-date training for volunteers
5. Must be able to preach for children with engagement and passion for children
6. Must be an innovative thinker and adaptable team member
7. Minimum education requirement – Demonstrated biblical and theological knowledge through (a) completion of a broad sequence of systematic theology and biblical survey from an accredited theological institution or (b) demonstration of equivalent experience or competency

Preferred Qualifications

1. Post-secondary education in pastoral leadership, children's education, intercultural studies or another related field
2. Education and experience in intergenerational ministry, intercultural ministry, special needs ministry, trauma-informed ministry, or neurodivergence

Primary Job Responsibilities

You will shape the spiritual foundation for kids from early childhood through 5th grade while equipping families to grow, serve, and thrive together. In this role, you'll be directly accountable for building and leading high-impact discipleship programs, including ministry on Sunday mornings to pre-K and Kindergarten kids and vibrant Sunday afternoon kids gatherings (which includes kids up through middle school), as well as



co-leading midweek programs with the Director of Kids Ministry. You will extend our mission beyond church walls by mobilizing kids and families to serve local neighbors, share the good news, and build cross-cultural, intergenerational friendships. Success in this position means actively recruiting, training, and empowering a dedicated team of volunteers while providing thoughtful, culturally informed spiritual care that deeply supports both our kids and the leaders who shepherd them. You'll be a member of a dynamic, intergenerational team led by the Pastor of Intergenerational Ministry (PIMA) while working closely with the Director of Kids Ministry (DKM) and collaborating with the Nursery Supervisor (NS) and Director of Youth and Their Families (DYF).

Job Duties

1. Shepherd Kids & Families

- a. Care for the souls of parents and volunteers. Meet with them, pray for them, and help families and kids build spiritual friendships across boundaries.
- b. Facilitate regular parent workshops focusing on issues of culture, technology, and family discipleship with the Pastor of Intergenerational Ministry and the Arts (PIMA), DKM, and Director of Youth and Their Families (DYF).
- c. Build community for parents and families, facilitating connection with each other through DNA groups, casual meet ups, play groups, etc.
- d. Follow-up promptly with new parents (text, email, or card), respond to parent questions/concerns, contact parents of absent/infrequent kids, check in with absent families, and share resources for at-home faith formation.

2. Lead Discipleship Programs

- a. Lead Sunday afternoon fellowship gatherings for children and middle schoolers
 - i. Design program and curriculum with PIMA and Pastor of Community Formation
 - ii. Manage all administrative details
 - iii. Recruit and manage volunteers
- b. Organize early childhood ministry on Sunday mornings
 - i. Supervise a team of long term volunteers, providing pastoral direction for the ministry and its volunteers
 - ii. Oversee curriculum development and implementation in early childhood
 - iii. Oversee classroom environment preparation and education
- c. Co-lead midweek children's discipleship and catechism with DKM
 - i. Collaborate with DKM to lead pre-K through 5th grade Wednesday night discipleship and catechism programs
 - ii. Teach and facilitate alongside DKM while DKM designs the program and curriculum



- iii. Collaborate with DKM to recruit and organize volunteers, coordinate supplies and spaces, and facilitate spiritual learning among birth-5th graders and the adults who lead in kids ministry
- d. Plan and lead occasional events for kids and families to serve our neighbors, share the good news of Jesus, and build spiritual friendships across boundaries

3. Administration & Preparation

- a. Provide input and help implement curriculum that DKM designs
 - i. Prepare weekly lesson materials
 - ii. Stock classroom supplies, create simple activity bins for volunteers, and ensure toys and rooms are cleaned and disinfected weekly
- b. Coordinate intergenerational faith formation with DNA Groups and fellowships
- c. Volunteer recruitment, scheduling & support
 - i. Shepherd volunteers alongside DKM
 - ii. Send scheduling reminders, identify gaps and recruit substitutes, and deliver pastoral care, equipping, and encouragement
- d. Safety & check-in systems
 - i. Train all volunteers who work with minors to understand and apply our child safety policies at Village-sponsored events where minors will be present
 - ii. Review check-in/out equipment and procedures, conduct room safety walk-throughs, and ensure emergency procedures are posted
 - iii. Update allergy lists and class rosters
 - iv. Monitor background check expirations and facilitate renewals
- e. Administration
 - i. Communicate with Fellowships & DNA groups to ensure kids are connecting across cultural, linguistic groups in existing programs
 - ii. Submit facilities (repair) requests, coordinate necessary supplies for midweek ministries, and organize storage
 - iii. Manage attendance records, room reservations, plan promotion for events, and ministry budget

4. Support Intergenerational Connections

- a. Collaborate with all generational ministries to facilitate Christ-centered intergenerational connections
- b. Facilitate intergenerational connections during fellowship meetings, collaborating with Fellowships and DNA ministries that meet after church on Sunday for missional, intercultural, intergenerational fellowship

5. Areas of Collaboration with DKM

- a. Bi-weekly
 - i. Meet at least bi-weekly (pray, plan, and prepare)
 - ii. Pray for families and volunteers together



- iii. Review attendance patterns, and check in with absent families
- iv. Address parent or behavioral concerns
- v. Child Safety policy reinforcement and training
- vi. Create faith-at-home resources as needed (i.e. monthly devotional sheets, prayer guides, book suggestions)
- b. Monthly
 - i. Plan/prep elements for upcoming events
 - ii. Evaluate safety and accessibility
 - iii. Review shared budgets and/or expenses
 - iv. Review check-in system data (new families, trends)
- c. Trimester
 - i. Trimester Reports and annual planning (MOSAIC)
 - ii. Lead volunteer appreciation or training (for ministry partners and childcare)
 - iii. Collaborate on family dedication classes
 - iv. Plan upcoming family/kids events
 - v. Update ministry-wide communication
- d. Annual
 - i. Plan ministry calendar with PIMA & DKM
 - ii. Plan seasonal special events
 - iii. Attend ministry training or conferences as approved
 - iv. Prepare move-up events for kids
 - v. Update or refresh learning environments
 - vi. Review/update safety policies
 - vii. Attend conferences/training as approved
 - viii. Refresh ministry vision, goals, and strategies
 - ix. Review safety policies and update manuals



Missional *Intercultural* **Community in Christ**

