

**Faith Formation Coordinator for Sixth Grade to Young Adult  
Calvary Lutheran Church, ELCA  
Willmar, MN**

Accountable to: Pastor of Faith Formation

**Job Summary**

The Faith Formation Coordinator provides leadership in faith formation from Sixth Grade through young adult. This work involves collaborating with the Pastor of Faith Formation, the faith formation committees, and others in the congregation to provide young people and their families opportunities for growth and connection within a safe and nurturing environment. This is a 20-25 hours per week position compensated on an hourly basis. Please contact Pastor David Severtson if you are interested: [pastordavids@calvarywillmar.org](mailto:pastordavids@calvarywillmar.org), 920-264-4764.

**Essential Functions:**

- Collaborate with the Calvary staff as a member of the ministry team.
- Coordinate 6<sup>th</sup> Grade Connection on Wednesday evenings.
- Lead monthly Faith Formation and/or social activities for 7<sup>th</sup>-12<sup>th</sup> Grades.
- Plan and lead a summer trip for 8<sup>th</sup>-12<sup>th</sup> Grade, including the National Youth Gathering every third year, as well as service-learning and adventure trips the other years, and organize fundraisers for these trips, such as the summer 50s Drive-In.
- Communicate information about faith formation activities to families and the congregation through email, social media, as well as the bulletin and newsletter.

**Other Responsibilities:**

- Assist the other Faith Formation Coordinator with Sunday School.
- Help create a Youth Leadership Team comprised of 7<sup>th</sup>-12<sup>th</sup> Grade Students and adult mentors.
- Coach young people to develop leadership roles in worship.
- Explore opportunities for young adult ministry and connection.
- Collaborate with Willmar Area Churches on several events a year.

**Preferred Qualifications:**

- Values that align with those of Calvary Lutheran Church.
- Experience working with young people and families in the church, schools, or other areas.
- Musical ability, especially with the guitar.

### **Physical Requirements:**

- Ability to navigate a large, though accessible church building.

### **Core Competencies:**

- **Creativity and Innovation:** Generates new ideas; makes new connections among existing ideas to create fresh approaches; takes acceptable risks in pursuit of innovation; learns from mistakes; has good judgment about which creative ideas and suggestions will work.
- **Compassion and Care:** Exudes a natural sense of care for the well-being of others; responds with empathy to the life circumstances and developmental needs of others; communicates a sense of support in his or her very presence; demonstrates age-appropriate and bounded expressions of care.
- **Decision Making and Problem Solving:** Uses sound logic to approach difficult problems and apply effective solutions; decides in a timely manner based upon a blend of experience, collaboration with others, risk-taking and judgment.
- **Initiative:** Enjoys working hard; is action oriented and energetic about worthwhile activities; not fearful of taking calculated risks; seizes opportunities; sets demanding but achievable objectives for self and others.
- **Integrity and Trust:** Is seen as trustworthy by others; practices direct, honest and transparent communication; keeps confidences; admits mistakes; doesn't operate with hidden agendas; responds to situations with constancy and reliability.
- **Interpersonal Skills:** Establishes good working relationships with all others who are relevant to the completion of work; works well with all people of the congregation; builds appropriate rapport; considers the impact of his/her actions on others; uses diplomacy and tact; is approachable; avoids communication triangles.
- **Spiritual Formation/Discipleship:** Demonstrates an understanding of spiritual formation/discipleship as journey or process; invites others into reflection about personal spiritual journey; creates teaching and small group environments that promote discipleship.
- **Time Management:** Is able and willing to focus time on tasks that contribute to organizational goals; uses time effectively and efficiently; values time and respects the time of others; concentrates his/her efforts on the most important priorities; can appropriately balance responsibilities.