

Evergreen Church – Leesburg, VA

Job Title: Director of Next Generations Ministry
Position Type: Part-Time (20 hours/week) at Evergreen Church
Compensation: \$15-20/hour based on experience
Reports To: Pastor at Evergreen Church

About Evergreen

Evergreen Church is a United Methodist congregation in Leesburg, Virginia. We value intergenerational relationships, inclusive ministry, and a faith that makes a difference in our life and in our world. Our mission is to Exalt God, Experience God together, and Extend God to others.

Position Overview

The Director of Next Generations Ministry provides leadership and vision for Evergreen's ministry with children and youth, from birth through high school. This role cultivates a loving, Christ-centered environment where young people can grow in faith and belonging. With a strong emphasis on relationship-building, this position supports ongoing programming like Greenhouse (Sunday morning children's ministry), and Sunday night youth group, as well as special events like retreats and mission trips. The Director will equip volunteers, support families, and integrate young people into the broader life of the church. This is a flexible position with the primary in-person requirements on Sunday. Because Evergreen shares a campus with Revolution Sports, there are natural, informal opportunities to extend Christ's welcome to families visiting for practices and tournaments, offering a unique way to connect with the broader community.

ESSENTIAL FUNCTIONS

Program Leadership and Volunteer Coordination

- Plan and oversee **Greenhouse** on Sunday mornings, coordinating age-appropriate spiritual formation for children.
- Lead and support **Sunday night youth group** for middle and high school students and coordinate youth small groups.
- Organize and help lead special events including the annual winter retreat and summer mission trip, Easter Egg Hunt, Intergenerational Advent Event, and involvement in the Leesburg Christmas Parade.
- Recruit, train, and support a team of volunteers for all age-level ministries.

- Choose and manage curriculum that reflects Evergreen's values and the United Methodist tradition.

Relationship Building and Communication

- Build relationships with children, youth, and families to nurture connection and support faith development.
- Communicate regularly with parents/guardians and volunteers via email, social media, and in-person contact.
- Partner with caregivers to support faith-at-home practices.

Collaboration and Innovation

- Work with the Lead Pastor and staff to incorporate young people into the full life of the church, including worship, service, and special events.
- Collaborate on planning for seasonal rhythms like Advent, Lent, and Back-to-School Sunday.
- Pursue innovative ministry to respond to the unique call of our local community.

Administration and Oversight

- Maintain ministry in alignment with Evergreen's Safe Sanctuaries policy.
- Manage the Next Generations Ministry budget responsibly.
- Ensure all volunteers are trained and background-checked per church guidelines.

QUALIFICATIONS

Required

- A vibrant Christian faith and commitment to the mission of Evergreen Church.
- Proficient in the use of Microsoft Office (Word, Excel, PowerPoint)
- Strong organizational, interpersonal, communication and multi-tasking skills
- Ability to organize and lead volunteer teams effectively
- Self-motivated individual who is creative, focused and takes initiative
- Teachable spirit & a team player with a collaborative work style
- Strong relationship building skills..
- Familiarity with or openness to working within United Methodist theology and practices.

- Availability for Sunday mornings and Sunday evenings, with some additional evening or weekend events.
- Background check required.

Preferred

- Degree or coursework in Christian Education, Youth Ministry, or a related field.
- Experience working with children and/or youth in a church or educational setting.
- Creativity, flexibility, and a sense of humor.

Application Process

To apply, please send a resume and cover letter to **Pastor Ellen LaCroix Fillette** at EllenLaCroixFillette@VAUMC.org. Applications will be reviewed on a rolling basis.