

Saint Andrew Lutheran Church

Faith Formation Task Force – Final Report

October 25, 2018

“...though we might have made demands as apostles of Christ. But we were gentle among you, like a nurse tenderly caring for her own children. So deeply do we care for you that we are determined to share with you not only the gospel of God but also our own selves, because you have become very dear to us.”

1 Thessalonians 2:7-8¹

Introduction

Since early 2018 Christian Education and Youth ministries have been combining their resources and teaming together to work on ways to involve members and provide enriching activities. A part of that effort included forming a discussion group that studied and completed the exercises and questions that were part of the book *Growing Young: Six Essential Strategies to Help Young People Discover and Love Your Church*². With the help of the book, this team developed 10 recommendations for further consideration (Appendix A.) The group also determined that merging the Christian Education and Youth Ministries would broaden the scope of the faith ministries at Saint Andrew and make them more encompassing. Their results were presented to the Church Council in May 2018. This prompted the Council to recommend the creation of a Faith Formation task force to continue this work and expand on it. The purpose of the task force was to identify specific ways Saint Andrew can intentionally:

1. Support its members on their life-long faith formation journeys.
2. Equip its members to be confident in expressing their beliefs and faith.
3. Support its youth and integrate them into the work and life of the church in meaningful ways.
4. Foster intergenerational relationships and a sense of community.
5. Integrate and build awareness of all aspects of the work and life of the church.

The task force, which met 7 times, consisted of the following members:

Dayna Herold, Facilitator
Stephanie Birchler
Ruth Heyne
Pr Craig Swenson

Nate Card
Marissa Hagen
Sandy Rusch,
Bob Wiederhoeft

Pr Jenn Collins
Sheila Hagen
Karoline Schwantes

The Task Force started by creating a definition of “faith formation”.

Faith Formation is:

- Living out our baptismal covenant³
- Fostering community through connections that create a sense of belonging, and
- Being grounded in the love of Jesus for being equipped to share the message of Christ with confidence.

¹ New Revised Standard Version (NRSV), Published by National Council of the Churches of Christ

² Kara Powell, Jake Mulder, and Brad Griffin, *Growing Young: Six Essential Strategies to Help Young People Discover and Love Your Church*, Published by BakerBooks

³ See Appendix B

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Recommendations

The Task Force, over the course of several months of meetings, listened and brainstormed. Ideas were discussed and documented. Previous congregation surveys were also reviewed. The excellent ideas and thoughts began to fall into recommendations which reflected the task force's goals. The recommendations for action fell into the following categories:

1. Develop Faith Formation Ministry & associated staff leadership that supports all members on their life-long faith formation journeys.
2. Create opportunities for intergenerational engagement and relationships
3. Enhance Youth Ministry through mentorship, service outreach, integration in church life, and intergenerational relationships.
4. Develop Small Groups that allow self-management with faith growth, community, social and relationship building connections
5. Re-engage and leverage lay leaders/members within Saint Andrew to assist with the development and/or facilitation of small group and other ministries.
6. Develop intentional Milestone Ministries to help build and strengthen the church family community we call Saint Andrew.
7. Enhance Saint Andrew communications to allow for consistent awareness among members and the community we serve.
8. Leverage and enhance worship time to allow for engagement, learning, relationship building and faith growth.
9. Strengthen relationship to community, with fellow conference churches and other faith groups in the area by partnering on things such as events, joint projects, and collaborative learning events.
10. Seek out ways to make our 40th Anniversary (Dec. 21, 2020) a milestone that reaffirms our mission and what God wants us to be in the decade to come.

Each one of these recommendations supports one, some or all of the original five goals that were previously listed. It also supports goals from the ELCA Future Directions 2025 (Appendix C).

The recommended action items related to these recommendations are found below in "Recommendation Details".

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Recommendation Details

The following is a full list of recommended action items for achieving the 5 goals. Some ideas can be accomplished easily, others will require more effort and research, and others are “stretch” goals that could be part of a long-term vision. Each recommendation lists the following references:

“Goal” - the associated Task Force goal(s) achieved

1. Support members on life-long faith formation journeys.
2. Equip members to be confident in expressing their faith.
3. Support and integrate youth into the work and life of the church
4. Foster intergenerational relationships and a sense of community.
5. Integrate and build awareness of the work and life of the church

“Scope” - the effort and time line of implementing the recommendation

✓ -- Recommendation in progress or accomplished

A – Relatively quick action that can be achieved within the next 3-6 months

M – Medium level of effort needed to implement within the next 6-18 months

L – Somewhat larger level of effort needed to implement within the next 18-36 months.

O – Recommendation is an on-going open-ended item.

S – A stretch recommendation that will require further research and investigation

“Action” – a recommendation of which group at Saint Andrew may be given the lead to further investigate (if needed), plan and implement the action item. The task force is willing to meet with any or all of the groups to further discuss the meaning and intention of the recommendations assigned.

CC — Church Council

FF – Christian Education Ministry & Youth Ministry (Faith Formation Ministries)

FM – Fellowship Ministry

WM – Worship Ministry

PM – Personnel Ministry

PRM – Property Ministry

SM – Social Ministry

FSM – Finance & Stewardship Ministries

PL – Pastoral Leaders

LL – Lay leaders

AHT – Ad-hoc team

OM – Outreach Ministry (Proposed)

CM – Communication Ministry (Proposed)

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Faith Formation Task Force Recommendations & Action Items

Recommendation				
	Action items for the recommendation	Goal(s)	Scope	Action
1. Develop Faith Formation Ministry & associated staff leadership that supports all members on their life-long faith formation journeys.				
a.	Merge the Christian Education and Youth Ministries. Evaluate the need to create sub-group which focus on particular age/education/activities which would benefit from the additional focus.	1, 3	A	CC FF
b.	Hire a Faith Formation Coordinator (or other?) to provide structure to the Faith Formation Ministry, develop a strategic plan to carry out the purpose and recommendations of the Faith Formation Task Force, and be responsible for coordinating all faith formation efforts. (See Appendix D for a draft job description.)	1, 3	M	CC PM FF PL
c.	Schedule quarterly learning retreats to better equip members to share the message of Christ with confidence.	1, 2	✓, O	FF
d.	Schedule workshops/retreats that help equip parents/mentors/teachers with the tools to better serve in classroom or group ministries	1, 2	M O	FF
e.	Review job descriptions to properly assign and align existing jobs with new recommend positions.	1, 5	M	PM
2. Create opportunities for Intergenerational engagement and relationships.				
a.	Plan an intergenerational ASP Mission trip.	3, 4	✓, O	FF
b.	Plan summer art and/or music classes.	3, 4	M, O	FF
c.	Plan casual events open to all ages such as game night, movie night or a crafting night.	3, 4	M, O	FM
d.	Plan “how to” events or demonstrations where experienced members teach interested members how to perform a craft or skill (knitting, card making, wood carving, photography, card making, etc.)	3, 4	M, O	FM
e.	Build a fire pit that allows socialization among all members at different formal planned events formal or casual get-togethers	3, 4	M	PRM FSM
f.	Schedule times in winter for Saturday morning fellowship	3, 4	M, O	FM
g.	Seek out opportunities for local service projects that can be intergenerational	3, 4	M, O	SM PRM
h.	Consider Time & Talent Booklets that are age or stage-of-life specific that also allow further exploration of service opportunities by personal and professional skills, physical abilities and interests rather than by ministry.	3, 4	M, O	FS

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Recommendation				
Action items for the recommendation	Goal(s)	Scope	Action	
3. Enhance Youth Ministry through mentorship, service outreach, further engagement in the life of the church, and intergeneration relationships.				
a. Have youth representation on Church Council and Ministries.	1, 3	A, O	All Groups	
b. Have Youth representation on MSP Committee and Call Committee	3	A, O	CC	
c. Have confirmation youth assist in Sunday's nursery	3, 5	✓, O	FF	
d. Attend Youth Gathering 2021 in Minneapolis and participate in related community mission activities to the visit.	2, 5	M	FF	
e. Encourage group dinners for confirmation families on Wednesday evenings.	3, 4	✓, O	FF	
f. Offer Wednesday night bible study for 9 th -12 th graders	1, 3	M, O	FF	
g. Continue the confirmation mentor relationship through high school and beyond.	2, 4	M, O	FF	
h. Budget for mentors to have a discretionary fund used to foster relationship with youth.	2, 4	M, O	FF	
i. Expand the number of mentors to 5:1 Adult to Youth ratio. Potentially hire a consultant to explore how to do this safely and effectively.	1, 2, 4	M, O	FF	
j. Display names, photos and hobbies of confirmation youth on Sundays so that all members can become acquainted with the youth that have now taken the next step in their faith journey and have become voting members of their church.	3	M, O	FF	
k. Find other opportunities to integrate confirmation youth into work and life of church so they might continue after confirmation.	3, 4, 5	O	FF	
4. Develop Small Groups that allow self-management with faith growth, community, social, and relationship building connections				
a. Casual Peer Groups:	1, 2	A,M,O	PL LL OM	
i. Veterans,	vi. Empty Nesters,			
ii. Singles,	vii. High School graduates staying in Wausau			
iii. Divorcees,	viii. Widow/Widowers.			
iv. Newlyweds,				
v. New Moms,				
b. Faith Formation Groups:	1,2,3,4	A,M,O	FF	
i. Lent book studies,				
ii. Additional Bible study groups				
c. Casual Intergenerational Groups:	1, 2, 4	A,M,O	PL LL OM	
i. New Members,	v. Beer and Theology,			
ii. New to Wausau,	vi. Grief Group,			

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Recommendation				
	Action items for the recommendation	Goal(s)	Scope	Action
	iii. Current Events Discussion, iv. Cultural Awareness Discussion, vii. People with Relatives in Care Facilities.			
	d. Develop a women's lectionary Bible study	1, 2	✓, O	FF
5. Re-engage and leverage lay leaders/members within Saint Andrew to assist with the development and/or facilitation of small group and other ministries.				
	a. Reach out to graduates of Lay School to help with bible studies, book studies and other small groups.	1, 2	A, O	PL
	b. Reach out to individuals within the congregation who are able and willing to help with bible studies, book studies and other small groups.	1, 2	A, O	PL
	c. Develop a plan to encourage and invite members to enroll in the Lay School of Ministry to learn, grow, share, and explore their faith, gifts and calling.	1, 2	M, O	FF PL
	d. Continue to engage parents to participate in Sunday School by team or co teaching or being assistants in the room.	1, 2	A, O	FF
6. Develop intentional Milestone Ministries to help build and strengthen the church family community we call Saint Andrew.				
	a. Give Spark Storybook Bible as a gift at baptism.	1, 3	✓, O	FF
	b. Provide new members (a milestone for them) with a Church Directory	4, 5	✓, O	OM PL
	c. High School graduation – recognize graduates during worship service, give a gift such as a quilt or quilted pillow case.	3	A, O	FF FM OM
	d. Look for other milestones that we as a congregation should be uplifted, gifted or recognized (e.g. newlyweds, 25 th /50 th Wedding Anniversaries, Birth Announcements, College graduation, advanced degrees conferment, etc.)	1, 3, 4	A, O	FF FM OM
	e. Consider revamping new member orientation in terms of content, frequency, assigning a peer mentor/sponsor, social event.	4, 5	M, O	PL OM
7. Enhance Saint Andrew communications to allow for consistent awareness among members and the community we serve.				
	a. Communicate in ways that reach Youth (snap chat, Instagram, texts.)	3, 5	A, M, O	FF

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Recommendation				
	Action items for the recommendation	Goal(s)	Scope	Action
	b. Create a Communications/Media Ministry through a new group, added an existing ministry or expanded job description.	3, 4, 5	M, O	CC PL
	c. Use technology as a tool (send daily text messages for devotions, dinner table conversations, car questions) to enhance faith dialogs.	2, 3, 5	M, O	FF CM
	d. Project announcements and communication before worship services to help build awareness of all aspects of the work and life of church (both local, synod and church wide.) This could be used to display facts (trivia) about Saint Andrew to educate members. It could also make them aware of the mission and ministry taking place and opportunities for worship, learning, witness and service.	5	M-L, O	WM PRM CM
	e. Evaluate the development of a communications position that would help to compile and create internal and external communication that compels members and others to become interested in participating in the church for the transformation of the community and the world. This position would oversee the communications that go our members and to the community, including print and electronic newsletters and announcements, telephone contacts, a website, radio spots and programming, and broadcast journalism.	1, 2, 3, 4, 5	S	CC CM PM
	f. Develop a communication tool or approach that explores the question “What do people of our congregation not know about Saint Andrew that they should know (that might be empowering for them to know)? The approach taken should integrate all aspects of our church.	1,2,5	L	CM
8. Enhance worship time to allow for engagement, learning, relationship building and faith growth				
	a. Create an annual/seasonal theme which can be used throughout the congregation for use with learning and classes. Theme can be ELCA generated, synod or conference created or one we feel that is right for us.	1, 2, 5	A, O	FF PL WM
	b. Create a quarterly challenge (such as learn the name of 1-3 youth or members you have not met before.)	3, 4	A, O	FM PL
	c. Use 5 th Sundays (which occur quarterly in the year) to have members share their faith stories during worship service	1,2,4,5	M, O	FF WM
	d. Use 5 th Sundays to have a shortened worship & Sunday School to allow time for members to attend breakout sessions that may be a craft, presentation, workshop or other faith intergenerational growth opportunities.	1,2,4,5	M, O	FF WM PL

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Recommendation				
	Action items for the recommendation	Goal(s)	Scope	Action
	e. Create a Children’s Choir & recruit an associated musician/director to allow further engagement of youth in the worship life of church.	3	M, O	FF WM
9. Strengthen relationship to community, with fellow conference churches and other faith groups in the area by partnering on things such as events, joint projects, collaborative learning events.				
	a. Re-establish a Member Outreach Ministry	3, 4, 5	M, O	CC
	b. Explore partnering with other ELCA churches for i. youth social events iv. community service ii. VBS v. small groups iii. workshops vi. conference and meeting collaboration	3, 4, 5	ii - ✓O M-L, O	CC
10. Seek out ways to make our 40th Anniversary (Dec. 21, 2020) a milestone that reaffirms our mission and what God wants us to be in the decade to come.				
	a. Create a 40 th Anniversary Task Force to help coordinate and execute ideas to make this milestone of Saint Andrew celebratory, memorable, and meaningful.	1,2,5	S	All Groups
	b. Assess our mission statement (Appendix D) for Saint Andrew’s 40 th anniversary in 2020 for its continued ability to provide strong, faithful, Christ focused direction to our journey of learning, worship, witness and service in Christ’s world.	1, 2, 5	M	CC
	c. Create a Vision Statement for Saint Andrew Lutheran Church to allow us to move forward with purpose and strength in our mission in Christ’s world.	1,2,5	M	CC
	d. Construct a playground that can be used by children of our church and community to allow a physical presence that God is in our lives beyond a building. The play area could incorporate Bible stories/structure that strengthen this connection. It becomes an area that nearby children can use since the area surrounding Saint Andrew (north of NN) is void of a play area for children .	1,3,4	L-S	FF, PRM
	e. Create a parish nurse position to assist in the support of a holistic approach to health and wellness of our members. The position would provide spiritual support to members and community when faced with difficult health issues. The nurse can serve as a liaison between patients, the community, and members of the health care team. In addition, the nurse can mentor volunteers and other members of Saint Andrew.	1,2,3,4,5	S	CC PM

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Recommendation				
	Action items for the recommendation	Goal(s)	Scope	Action
	f. Evaluate leveraging the use our building for community mental health support by providing space for such services or by having professional counselor(s) on staff.	1,4,5	S	CC SM
	g. Evaluate the creation of a sports and fitness ministry that can conduct leagues, camps, fitness classes, and outdoor-related events that could be open to the community. The ministry could be part of an addition to the church or a separate gym-like property.	1, 2, 3, 4	S	CC FF
	h. Explore a building project to update the facility to meet the needs of faith formation recommendations and goals.	1, 2, 3, 4	S	CC FF

Next Steps

The Faith Formation Task Force also recommends that the following steps be taken in order move forward with the recommendations.

1. The Church Council officially receive the report.
2. The Council approve a motion to create a Faith Formation Ministry
3. The Council reviews the action recommendations that were tentatively assigned to them and develop a strategy to consider and act on them. Items for the upcoming year that may require additional financial (i.e. budget) considerations should be reviewed first.
4. The Faith Formation Task Force, or a group formed as a follow-up to that task force, meet on Ministry Nights with ministries about their specific items especially items for the upcoming year that may require additional financial (i.e. budget) considerations.
5. The ministries review the action recommendations that were suggested to them and develop a strategy to consider and act on them
6. Provide periodic review of ministry plans and actions to confirm that progress is being made through the submission of semi-annual progress reports.

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Additional Background

Since early 2018 Christian Education and Youth ministries members have met to work on ways to involve members and provide enriching activities. A part of that effort included reading and working through the exercises and questions in the book *Growing Young: Six Essential Strategies to Help Young People Discover and Love Your Church*⁴.

The research that was the basis for creating the book was based on two questions:

“What congregational practices lead to effective engagement of young people?”

*“How does engaging young people contribute to a thriving church?”*⁵

The book discusses and details 6 core commitments a church needs to Grow Young:

1. *Unlock keychain leadership.* Instead of centralizing authority, empower others—especially young people.
2. *Empathize with today’s young person.* Instead of judging or criticizing, step into the shoes of this generation.
3. *Take Jesus’ message seriously.* Instead of asserting formulaic gospel claims, welcome young people into a Jesus-centered way of life.
4. *Fuel a warm community.* Instead of focusing on cool worship or programs, aim for warm peer and intergenerational friendships.
5. *Prioritize young people (and families) everywhere.* Instead of giving lip service to how much young people matter, look for creative ways to tangibly support, resource, and involve them in all facets of your congregation.
6. *Be the best neighbors.* Instead of condemning the world outside your walls, enable young people to neighbor well locally and globally.⁶

The group sorted and sifted down all their ideas to that were highlighted the most by our discussion group. These ten ideas are listed in Appendix A.

⁴ Kara Powell, Jake Mulder, and Brad Griffin, *Growing Young: Six Essential Strategies to Help Young People Discover and Love Your Church*,

⁵ *Growing Young...*, Appendix, pages 304-305

⁶ *Growing Young...*, Chapter 1, page 43

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Appendix A

Growing Young Top 10

1. Foster a sense of community and provide support for newlyweds.
2. Foster a sense of community and provide support for new members.
3. Create more small groups (“tiny churches”, “discipleship groups”).
4. Equip parents, mentors and teachers (ex. Through partial day retreats).
5. Encourage all members to keep learning. (ex. Partial day retreats to develop faith stories, and/or faith “elevator speech”. Use south hallway to display narrative arc of scripture and books of the bible. Have a learning focus for a season or an entire year.)
6. Revamp time & talent booklet... idea to focus on “participation” rather than “volunteer”, and family opportunities.
7. Give leadership opportunities (load-bearing tasks) to youth. Look at all aspects of the work and life of our church and ask the simple question “how could young people be a part of this? (Ex. ushers, lay readers, children’s choir, sharing special music, social media, photography, plan ASP trip, plan God’s Work Our Hands.)
8. Create an intentional caring web/network for youth (example 5:1 ratio of adults to youth). Budget for mentors to have a discretionary fund used to foster relationship with youth.
9. Schedule more casual intergenerational events (like the kindness rock event).
10. Explore the question “What do people of our congregation not know about Saint Andrew that they should know (that might be empowering for them to know)? Integrate all aspects of our church.

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Appendix B

Baptismal Covenant as Expressed during Baptism⁷

The presiding minister addresses parents or others who bring for baptism children who are not able to answer for themselves:

Called by the Holy Spirit, trusting in the grace and love of God, do you desire to have *your children* baptized into Christ?

Response: I do.

As you bring *your children* to receive the gift of baptism, you are entrusted with responsibilities:

**to live with *them* among God's faithful people,
bring *them* to the word of God and the holy supper,
teach *them* the Lord's Prayer, the Creed, and the Ten Commandments,
place in *their* hands the holy scriptures,
and nurture *them* in faith and prayer,
so that *your children* may learn to trust God,
proclaim Christ through word and deed,
care for others and the world God made,
and work for justice and peace.**

Do you promise to help *your children* grow in the Christian faith and life?

Response: I do.

The presiding minister addresses sponsors:

Sponsors, do you promise to nurture *these persons* in the Christian faith as you are empowered by God's Spirit, and to help them live in the covenant of baptism and in communion with the church?

Response: I do.

The presiding minister addresses the assembly:

People of God, do you promise to support [the baptized] and pray for *them* in *their* new life in Christ?

We do.

⁷ Evangelical Lutheran Church in America, *Evangelical Lutheran Worship* (Minneapolis, MN: Augsburg Fortress, 2006), Holy Baptism liturgy, page 228.

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Baptismal Covenant as Expressed during Affirmation of Baptism (Confirmation)⁸

The presiding minister addresses those making public affirmation of baptism.

You have made public profession of your faith. Do you intend to continue in the covenant God made with you in holy baptism:

**to live among God’s faithful people,
to hear the word of God and share in the Lord’s supper,
to proclaim the good news of God in Christ through word and deed,
to serve all people, following the example of Jesus,
and to strive for justice and peace in all the earth?**

Each person responds:

I do, and I ask God to help and guide me.

Appendix C

The work of the task force supports these goals and priorities from the ELCA Future Directions 2025⁹:

1. A thriving church spreading the gospel and deepening faith for all people.
 - a. Develop a deep and shared understanding of who we are as a Lutheran church and equip all the baptized to communicate our theology and beliefs in an accessible and compelling way.
 - b. Encourage a culture of deepening faith.
2. A church equipping people for their baptismal vocations in the world and this church.
 - a. Form and equip the baptized to express their faith through their life and witness as followers of Jesus.
 - b. Provide space, support and opportunities for youth and young adults to participate in the ministries and pursue their calling.
4. A visible church deeply committed to working ecumenically and with other people of faith for justice, peace and reconciliation in communities and around the world.
 - a. Build awareness across this church of the important work of ELCA-related social ministry organizations and understanding their work as central to the life of this church.

⁸ Evangelical Lutheran Church in America, *Evangelical Lutheran Worship* (Minneapolis, MN: Augsburg Fortress, 2006), Affirmation of Baptism liturgy, page 236.

⁹ *Called Forward Together in Christ ELCA Future Directions 2025*, Published by the Evangelical Lutheran Church in America, pages 9-11

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Appendix D

Saint Andrew Mission Statement

The life and ministry of Saint Andrew Lutheran Church shall be open to all who express their faith in God through Jesus Christ by worship, learning, witness and service. From this gathering of God's people shall come Christian love as its members minister to each other, the community, the nation, and the world. With the guidance of the Holy Spirit, the life and mission of this church can be fulfilled by those within it. Therefore, we wish to express our love of Jesus Christ through faithful support of, and active participation in, the mission and ministry of Saint Andrew Lutheran Church. We, the baptized members of the Church of Christ, do hereby adopt this constitution and solemnly pledge ourselves to be governed by its provisions. In the name of the Father and of the Son and of the Holy Spirit.¹⁰

¹⁰ *Constitution for Saint Andrew Lutheran Church Evangelical Lutheran Church in America, Page 3*

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Appendix E

Proposed Job Description: Faith Formation Coordinator

Job Summary

The ministry of the Faith Formation Coordinator, in collaboration with pastors, staff, lay leadership and Faith Formation Ministry of the congregation, is to nurture the life-long faith journey among the family we call Saint Andrew Lutheran Church by helping to

- live out our baptismal covenant
- foster community through connections and programs that create a sense of belonging, and
- equip members to share the message of Christ with confidence through being grounded in the love of Jesus

Essential Functions:

1. Provide leadership and structure to the Faith Formation Ministry team by developing and executing a strategic plan to carry out their mission, vision and goals.
2. Coordinate all Faith Formation programs and events including Sunday School, Confirmation, VBS, bible studies, book studies and retreats with support from Pastors and Faith Formation Ministry.
 - a. Secure curriculum and supplies, keep attendance records, assist with registration and mailings, promote educational opportunities, evaluate programs, and make suggestions for improvement.
 - b. Recruit and support volunteers/teachers and confirmation mentors.
 - c. Establish regular communication with students, families, and volunteers/teachers/mentors.
 - d. Leverage the church's database (Power Church) of children, youth, parents and volunteers
 - e. Equip and train teachers, mentors, lay leaders, and Faith Formation Ministry team members with support from pastoral leadership.
 - f. Create and communicate a Faith Formation Calendar with opportunities for members of all ages.
3. Create opportunities for spiritual growth and building community by
 - a. Executing ideas from the Faith Formation Task Force report and recommendations from other ministries and sources.
 - b. Coordinating and facilitating the development of programs for youth, young-adult, family and intergenerational member.
 - c. Build relationships with students and families.
 - d. Research and provide resources for members to deepen their faith,
 - e. Develop methods & tools to communicate to various age groups appropriately
 - f. Provide educational, fellowship, and retreat opportunities for members of all ages.

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- g. Coordinate seasonal events, retreats, mission and service opportunities (such as summer mission trips, outdoor camping retreats, sports events, etc.) for groups. (youth, young adults and others)
 - h. Listen and vision with lay leaders to support efforts for the expansion of youth young-adult, family and intergenerational ministry opportunities.
 - i. Show an interest in extracurricular school activities and community youth/young-adult events as one way of developing relationships with the youth and young-adults.
 - j. Develop leadership and planning skills among the youth to allow them to assist in directing themselves at events or activities.
4. Self-Development & Missional Support
- a. Attend and participate in monthly ministry and Council meetings and weekly staff meetings.
 - b. Provide reports on progress and status of on-going and new programs and events.
 - c. Provide a schedule of hours and maintain a record of work hours.
 - d. Be accountable to [pastor/administrator].
 - e. Provide feedback on ways to better expand upon the mission of the congregation.
 - f. Participate in occasional Sunday services, as requested by the pastoral leadership, Music Coordinator or/ and the Worship Ministry.

Core Competencies:

1. Very strong communication skills both written and verbal.
2. The ability to be part of a team and work collaboratively.
3. Good interpersonal skills and ability to interact with all age groups
4. Strong organizational, planning and group development skills
5. Ability both to provide and encourage leadership within the congregation
6. Special personal attributes including compassion, caring, maturity, good sense of humor, creativity, enthusiasm and an encouraging and inviting attitude.
7. Computational Skills: Ability to read and manage a budget and contribute to building a budget.
8. Technical Skills: Computer skills, Knowledge of Word, Excel and Power Point. Willingness to learn additional programs, as necessary.
9. Strong understanding of use of social media technologies and applications used by youth and adult members of the congregation (e.g. texting, Facebook, Skype, Twitter, Snapchat, Messenger, Instagram, and others not yet mainstream.)

Qualifications:

The requirements listed below are representative of the knowledge, skill, ability or physical demands required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

1. Ordained Minister of Word and Service, Ordained Minister of Word and Sacrament or documented specialized theological training would be an asset
2. Spiritual maturity and a solid grounding in the Lutheran understanding of the Gospel.

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3. A degreed background in education and program development would be an asset
4. Proven leadership ability through previous work experience
5. At least 3-5 years' experience of increasingly responsible positions related to education, youth and family development or experience as a Faith Formation coordinator.
6. Ability to pass a background check.

Physical Demands:

Sitting, standing, walking, reaching, lifting, repetitive motion, bending, stooping, crouching, climbing, stretching, twisting. Ability to participate, if physically possible, with youth in activity orientated events (ball games, hockey, basketball, etc.). Full vision, hearing and ability to speak required.

Reporting & Salary:

1. The position reports to the [Parish Administrator] [Lead Pastor] [Senior Pastor] [Associate Pastor]
2. Ordained individuals will be compensated based on the compensation guidelines of the East Central Synod of Wisconsin (ECSW)¹¹
3. Non-ordained individual will be compensated based on guidelines provided by the ECSW for support staff¹² or based on market research for similar positions in the area.

¹¹ *Compensation Guidelines for the year 2019 Clergy and Deacons*, East Central Synod of Wisconsin, ELCA

¹² *Compensation Guidelines for the year 2019 Clergy and Deacons, Appendix F*, East Central Synod of Wisconsin ELCA