

**Northeastern Pennsylvania Synod
of the Evangelical Lutheran Church in America
ROLE DESCRIPTION
UPDATED: May 2025**

POSITION: Lead Servant for Growing Young and Emerging Ministries

OVERALL GOALS:

- *Assist leaders and congregations to share the Good News of Jesus Christ, using the Synod's three Values and 3 Lanes as common directions and language.*
- *Focal Lanes for this position: GOING BEYOND DEATH TO LIFE and GROWING YOUNG.*
- *Responsible for the development of congregational vitality through emerging ministry communities, especially those focused on ministry with, for, and to new, young, and diverse people.*
- *Collaborate closely with the Bishop and the Lead Servant team.*

SUPERVISORS: Bishop

HOURS: 40-45 hours per week; may begin as less-than full time.

COMPENSATION: Commensurate with experience of person holding position; if rostered minister, based on Synod Guidelines.

COMPENSATION STATUS: Full-time, salaried, exempt from overtime.

SYNOD BENEFITS: Commensurate with needs of person holding position; Portico sponsorship; if rostered minister, based on Synod Guidelines; synod holiday closings; mileage reimbursement.

CONTINUING EDUCATION: \$1,500 and 2 weeks/year

OFFICE LOCATION: Lutheran Center (2354 Grove Rd. Allentown, PA 18109); remote work, and frequent travel by car and by air expected.

PRIMARY ROLES AND RESPONSIBILITIES:

1. Be the "go-to" leader for any initiatives for new ministries or communities in our synod, especially those focused on ministry with, for, and to new, young, and diverse people.
2. **Growing Young Initiatives:**
 - a. Invest in and connect congregations, leaders and staff toward their goals of generating a multigenerational Growing Young spirit within their communities, guided by the 6 "Essential Strategies" of *Growing Young*.¹
 - b. Assist and advise congregations in assessing and fueling congregational development that relates to children, youth, and young families within congregations and their surrounding ministry contexts.
 - c. Invest in congregational leaders as they equip parents and grandparents to live the Christ culture in a way that shapes and forms their children and youth as disciples of Christ.

¹ Powell, Mulder, Griffin, *Growing Young: 6 Essential Strategies to Help Young People Discover and Love Your Church*, Baker Books, September 2016.

- d. Preach and lead worship at Synod congregations with a particular emphasis on mission, outreach, and stewardship, especially with, for, and to new, young, and diverse people.
3. **SAWCs, SAOMs and COMs:**
- a. Promote and support current ministries through congregational vitality, congregational re-development, Synodically Authorized Worshipping Communities (SAWC), and our Synodically Authorized Outreach Ministry (SAOM). Includes supervising Mission Developers and SAOM leader.
 - b. Explore new ministries and partnerships (Congregational Outreach Ministries [COM], Strategic SAWC and SAOMs, and collaborative ministries, particularly emphasizing ecumenical/Full-Communion siblings.
 - c. Work with creation of innovative ministries in ELCA “mixed ecology” vision; coordinating this strategy with Lead Servant for Gaining Strength, other synods and Churchwide. Also connect and promote the ELCA “Fresh Expressions” initiative, helping rostered and lay leaders to be equipped to reach more people for Christ.
 - d. Relate to the “Yoke Team”: NEPA Synod Ministry Team formed to assist and accompany individuals and congregations with discernment of new ministry ideas, new starts (SAWCs), and outreach ministries (SAOMs). The Yoke Team fills the requirement of the ELCA to have a “Mission Table.”
4. **Witness and Service Grant Support:** With the Synod Treasurer, assist with coordinating the Witness and Service grant process in keeping with synod values and strategic directions.
5. **Stewardship and Multiple Streams of Mission Support:**
- a. Work with Lead Servant team and admin staff to develop and implement the Synod’s Mission Support strategy, centered on the 3 Lanes and Values.
 - b. Work with Lead Servant for Congregation Support, the Lead Servant for Communications, “God’s Work Our Hands” storytellers, and 5G Team (stewardship and generating generosity) to showcase impact stories of Mission Support giving – especially those connected with new, young, and diverse people.
 - c. Accompany the Lead Servant team, Ministry Support Administrator, and 5G Team to grant-write and develop multiple revenue streams for mission support.
 - d. Give guidance and expertise in locating material support for Synod initiatives. Provide staff support, as requested, to ministry groups called to Love, Heal, and Engage, especially those related to youth, young adults, and families—including the LGBT+, Hunger, Racial Justice, and Green teams.
6. **LLM Support:** Provide consultation for the Licensed Lay Ministry initiative, especially encouraging younger people into the vocation.
7. Spearhead **grant applications** to support work in this lane and responsibilities, with aid of Director of Operations.
8. Be available to **represent the bishop’s office** for important meetings and activities. Preach and lead worship at Synod congregations with a particular emphasis on Growing Young and Going Beyond Death to Life.
9. **ELCA:** Bring information and updates on ministries/programs throughout the wider ELCA.
10. Provide regular reports of their work to the Bishop and Synod Council.
11. Other responsibilities, as applicable.

SKILLS AND QUALIFICATIONS:

1. Rostered Minister from ELCA or full communion partners helpful but not required.
2. 5+ years of experience effectively leading an effort that helped bring people to faith, especially communities that give emphasis to new, young, and diverse people. Grounding in Christian faith and familiarity with Lutheran theology, evangelism, discipleship and the theories and practice of mission development that responds to God's grace in Jesus Christ.
3. Effective communicator in preaching, teaching, writing and evangelical outreach.
4. Demonstrated ability working with leaders in agile, adaptive innovation and facilitating group processes as well as knowledge, experience and/or willingness to learn, listen and utilize the ELCA Coaching Ministry in growing leaders and building tables.
5. Experience in ministry to, with, and for youth, young adults, and families.
6. Experience with accompanying congregations through closure or redevelopment.
7. Experience using Microsoft Office suite of applications, web-based communication platforms (Zoom, Microsoft Teams, etc.). Ability to learn new software and systems, especially Realm and GrantMaker.
8. Ability to utilize metrics, leader and congregational trend reports and demographic data in the process of the development of congregational vitality for new and existing congregations.
9. Proven effective time-management and administrative experience and ability to meet deadlines and attention to details. Exceptional interpersonal, organizational, analytical and communication skills and the ability to work in partnership with peers, other CCL staff, synod and regional staff.
10. Demonstrated competency and experience serving across communities of color, sexuality and gender identity. Ability to relate and communicate well in diverse cultural, ethnic and socio-economic situations, especially those experiencing poverty.