

## **Y4Life Media Resource Assistant Application Information**

### **Application Process**

- Before applying, please review the job description included below.
- Fill out the attached application form in its entirety.
- Send completed application, resume, and two letters of reference to michelle@y4life.org by September 22, 2023.
- Qualified applicants may be contacted to schedule an interview by phone, video chat, and/or in person.
- A single candidate will be selected and notified by October 20.

### **LUTHERANS FOR LIFE POSITION DESCRIPTION**

#### **Y4Life Media Resource Assistant**

### **ROLE DESCRIPTION**

Assist Director of Y4Life in providing resources for youth and young adults to learn about life issues and respond to them from a Gospel-motivated, For Life perspective. This position reports to the Director of Y4Life.

### **ESSENTIAL CORE VALUES**

- Express a zeal and passion for dealing with the life issues that flows from the love of Jesus Christ
- A servant's heart based in the servanthood of Jesus Christ.
- A member in good standing of a Lutheran congregation.
- A commitment to the Biblical view of marriage and family (As instituted in Genesis 2:24).
- A commitment to the Mission, Message, and Manner of Lutherans For Life as well as all position statements as listed on the Lutherans For Life website.

### **ESSENTIAL FUNCTIONS**

- Work with Director of Y4Life to write and design educational resources such as Lesson Plans 4 Life, Y4Life Kits, and the like.
- Research life issues and, with help from the Director of Y4Life, prepare a Gospel-motivated, Lutheran response to each issue.
- Provide leadership in the creation and maintenance of infographic resources and Y4Life brochures.
- Participate in development activities to supplement the funding of Y4Life programs. This will include grant research, writing, and tracking.
- Collaborate with Director of Y4Life and other LFL staff to engage elementary students, high school and college youth, post-college youth, and young adults.

### **MARGINAL FUNCTIONS**

- Attend and provide assistance at conferences such as Y4Life in Washington, D.C.
- Participate in training programs such as Y4Life High School and College Leadership Retreats as needed.
- Alongside Director of Y4Life, exhibit for Y4Life at various conferences (Lutheran and other) as needed.

## **KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of

- Lutheran doctrine and practice
- Life issues, including scientific, social, and political dimensions.
- Lutherans For Life and its mission and vision.

Skilled in

- Communication, especially written.
- Self-motivation with strong organizational skills
- Multimedia development
- Research and compilation of data into succinct and digestible facts
- Applying theology to life issues

Able to

- Accept coaching, direction, and constructive criticism
- Work as part of a team, recognizing the importance of other team members and valuing their input and abilities
- Effectively communicate the philosophy, goals, and the spirit of Y4Life
- Relate to and communicate with all generations
- Willing to travel up to 10% of time

## **EDUCATION**

Bachelor's degree preferred in communications, education, nursing, or other appropriate field.

## **EXPERIENCE**

Demonstrated experience in writing, teaching, theological application, or for-life ministry preferred.

## **POSITION**

This position is negotiable, ranging from part-time to full-time.