

## **Gay Street UMC – Youth Director Ministry**

### **Job Description**

#### **Position Overview:**

The Youth Director is responsible for the creation and oversight of programs oriented to the youth of the congregation. These programs are designed to attract and retain students, beginning in the 6th grade and through their graduation from high school, with the primary goal of developing and nurturing their Christian faith in a safe environment conducive to fun, learning and caring for others.

The Youth Director must:

- Be able to relate well to youth of all ages and personalities as well as adults
- Be knowledgeable in the Bible and the Christian tradition and skilled in teaching both
- Be willing and able to step-in and assist in other areas of the church, as needed

#### **Primary Responsibilities – \*All Staff must be able to pass a background check and be Safe Sanctuary Trained**

##### **Discipleship**

- Coordinate with pastor and Christian education leaders in planning fundamental, broad-based Christian training and learning (e.g., Sunday School, Confirmation, Youth Group)
- Provide opportunities for deeper, more intense discipleship training, including deeper Biblical learning as well as personal and group accountability
- Recruit, train and/or equip adults to assist with ministry activities
- Provide opportunities for youth to utilize gifts in service of church through existing or new ministries
- Provide opportunities for youth to lead in worship, mission, ministry and youth group activities.

##### **Missions**

- Engage in personal and group evangelism in Mt Vernon and surrounding area.
- Plan and promote annual summer mission trip(s)—youth director's participation required if possible, at least strongly encouraged.
- Provide opportunities throughout the year for short term and/or single day outreach and service projects.

##### **Community Outreach**

- Involvement with community activities: businesses, schools, organizations, teams, etc./
- Maintain youth ministry presence via website and connect with community using social media techniques (twitter, blogs, etc).

## **Primary Accountabilities, continued**

### **Administration**

- Submit annual goals to Senior Pastor, Review and discuss annual goals with Senior Pastor every January.
- Provide reports to pastor and staff at weekly staff meetings.
- Comply with all Safe Sanctuary requirements for all Youth Group activities.
- Consult with pastor and staff on Youth Group activities, program goals, etc.
- Keep youth, parents and rest of congregation up to date concerning calendar of events, program aims, goals, and involvement opportunities for both youth and adults
- Provide administrative assistant with timely information for bulletins, edevos and church calendar.
- Create Youth Ministry budget in conjunction with Finance Committee.
- Maintenance of Youth Ministry budget to ensure adherence to.
- Maintain up-to-date contact and important information (e.g., birthdays, grade in school) for students and their families
- Be aware of students' school, extra-curricular, and other activities.
- Develop and implement programs that support the purpose of the ministry and mission/vision of the church.

### **Personal**

- Pursue continuing education and training opportunities for yourself.
- Take consistent care and be held accountable for own personal faith, spiritual development, maturity and character.

### **Reporting Responsibilities**

- Directly reports to Lead Pastor
- Builds a trusting and prayer filled relationship with their SPRC liaison
- Seeks to work within the team environment with integrity and transparency
- Works closely with all members of church staff, committees and church members.

### **Skill Set/Education Requirements**

- Has a personal and passionate relationship with Jesus
- College degree (either BA or BS) minimum; Masters in Christian Education preferred
- Leadership skills necessary to recruit, equip and inspire servant ministry
- Ability to work within a team environment with integrity and transparency

**Hours: Part-time starting at 20 hours**

**Rate of compensation \$16,000 - \$18,000**