

## **Position Description**

**Position:** Director of Youth Ministries

**Parttime:** 20hrs

**Salary Range:** \$26,000-\$30,000

**Accountable to:** Senior Pastor of Mount Olivet UMC and Staff Parish Relations Committee in consultation with Pastor and Leadership Board of Walker Chapel UMC

### **About Us:**

Mount Olivet United Methodist Church and Walker Chapel United Methodist Church have a cooperative parish youth ministry, committed to loving God and loving neighbor with our whole selves – heart, mind, soul, and strength. We believe that all persons are of sacred worth and dignity as part of God’s creation, as demonstrated by the ministry of Jesus Christ. We, therefore, welcome all persons into the life and ministry of our congregations regardless of race, culture, ethnicity, age, sexual orientation, gender identity, family or socioeconomic status, education, politics, physical or mental ability or health, or faith history.

### **Skills:**

- Ability to explain the Bible in such a way that teenagers can understand God’s promise of grace.
- Ability to effectively communicate with and relate to youth, their families, and other adults engaged in youth ministry activities.
- Ability to work successfully in partnership with volunteers.
- Leadership and organizational skills in youth ministry programs and mission activities.
- Ability to listen with empathy and offer pastoral care to youth and their families.
- Ability to facilitate and lead youth in becoming more active in the lives of the congregations.

### **Spiritual:**

- Professes Jesus Christ as Lord and Savior.
- Commits to personal spiritual growth and a healthy lifestyle.
- Considers this position a life ministry, not just a job.
- Models standards and expectations of leaders within our churches, including worship attendance, a lifestyle of tithing and generosity, and serving out of call and giftedness.

### **Youth Ministry Characteristics:**

- Our youth program reflects the vision, values and mission of Mount Olivet and Walker Chapel UMCs and includes music, theater, retreats, mission trips, and local mission work (service activities in our community) to cultivate a sense of service to others and to deepen the youth’s spiritual lives and bonds with God, other youth, the youth minister, and our community.
- Our youth help plan and help lead activities so that they are fully invested in the outcomes and feel a deep sense of connection.

- Our youth program builds a sense of community among participating youth and their families, which lays a foundation of faith into all aspects of youth's lives.

**Responsibilities:**

- Serve as spiritual mentor to the youth of the congregation, guiding them on their faith journeys and helping them grow spiritually.
- Develop, implement, and sustain a comprehensive program for regular and recurring activity-based fellowship, retreats, and service/mission work in a Christian environment for middle and high school youth, and their families. The program includes weekly high/middle school gatherings and occasional social events.
- Select theologically appropriate curriculum for short and long-term studies, including among others, confirmation class, weekly Bible study and Sunday School, for the purposes of guiding youth through life changes, and issues and struggles they are facing.
- Advocate for and ensure youth involvement in the planning of and participation in worship (including assisting in leading worship and music), learning, and mission opportunities.
- Recruit, train and nurture a team of passionate youth workers and adult volunteers to help minister and disciple youth.
- Identify and employ the best communications channels appropriate to the different audiences involved with the youth program — the youth, their parents, and the wider congregation.
- Serve as the staff lead for youth fundraising activities, including annual mission theater production. Monitor, maintain and document the youth ministry budget as approved by Church Council.
- Serve as staff lead for confirmation program.
- Plan, organize, make arrangements for, and lead youth mission trips and activities in partnership with the Outreach Committee.
- Create and maintain an environment where all youth regardless of race, culture, ethnicity, sexual orientation, gender identity, family or socioeconomic status, education, politics, physical or mental ability or health, and faith history are welcome and may grow as Christians.
- Ensure a representative from the youth ministry leadership team makes personal contact with every youth in order to grow each youth's involvement with and connection to the church.
- Ensure adherence to Mount Olivet's and Walker Chapel's child protection policies in all youth ministry activities, including maintaining background checks on all adult volunteers.
- Be a visible presence in the life of the youth and be willing to attend student events outside the church when possible.
- Maintain control documents, event notebooks, and calendars of events for ministry related activities. Work with office staff to ensure administrative tasks related to the ministry are handled in a timely and professional manner.
- Participate in weekly staff meetings, reporting on and generating support for all ongoing and upcoming youth activities.
- Other duties as required

**Education and Experience:**

- Bachelor's degree or equivalent; some advanced theological training preferred. Degree requirements may be substituted with an equivalent combination of training, education and experience.
- Paid church staff experience preferred.
- Experience working with youth preferred.

**Administrative:**

- Reports to Senior Pastor of Mount Olivet in consultation with Pastor of Walker Chapel. Accountable to the Mount Olivet Staff Parish Relations Committee.

To apply, please email Sara Keeling at [skeeling@mtolivet-umc.org](mailto:skeeling@mtolivet-umc.org) with your resume.