Director of Youth & Family Ministry

Job Description & Purpose

The role of the Director of Youth & Family Ministry is to plan, lead, and manage all aspects of the youth ministry for students in 6th-12th grade.

Requirements & Qualifications

- A faithful disciple of Jesus Christ with a desire to continually grow in your own faith
- Must embrace and be able to articulate a Wesleyan perspective of faith
- Bachelor’s degree required, education in ministry preferred (including M. Div)
- Experience leading and developing youth ministry preferred, and/or experience with faith-based or non-profit organizations
- Excellent verbal, written, and interpersonal communication skills
- Administrative experience and skills
- Must be organized, self-directed, and a team player
- Competency in Microsoft Office Suite and G Suite
- Flexible schedule for Sunday morning, Sunday nights, Wednesday nights, weekend retreats, mission trips, etc.

Responsibilities

- Lead, engage, and disciple a group of 50-100 students from 6th-12th grade
- Create/select and implement curriculum for the following weekly youth programs:
  - Lifeline (Sunday night large-group gathering)
  - Life Groups (Wednesday night youth small groups)
  - Sunday School
- Plan, lead, and teach weekly at Lifeline (Sunday night large-group gathering)
- Plan, coordinate, promote, and facilitate special events for students throughout the year including weekend retreats and summer mission trips
- Recruit, train, and equip adults to serve as small group leaders, Sunday School teachers, and volunteers to fulfill the overall vision and goals of the youth ministry
- Ensure that all adult volunteers are trained in Safe Sanctuary and policy is observed in all activities relating to youth
- Collaborate and assist in the implementation of Children & Family Ministry
programs and events; work closely with the Director of Children's Ministry to develop programs and activities to ensure a smooth transition from elementary to middle school

- Equip and support parents as the primary faith developers for students; create programs and opportunities to equip parents and families to disciple their youth at home
- Build and foster caring relationships with youth and their families, and communicate regularly with them via email and phone
- Attend special events (sports games, performances, etc.) for youth when requested and able
- Communicate with staff, youth and their families, and wider congregation about youth ministry events via email, social media, church bulletin and newsletter, and other forums
- Monitor and maintain the youth ministry budget as approved by the Church Council
- Track attendance for weekly youth programming and implement a plan for follow-up with regularly participating youth when they are absent

Guidelines & Supervision

- 40/hr week position with benefits
- General work days are Sunday-Thursday OR Tuesday-Friday and Sunday, but will also include weekend retreats and mission trips
- Non-exempt
- Supervisor is Pastor of Christian Formation & Missional Outreach