

DIRECTOR OF YOUTH AND FAMILY MINISTRIES

POSITION DESCRIPTION

Written: March 11, 2022

Reports to: Senior Pastor/Head of Staff

FLSA status: Exempt

Salary range: \$30,000 - \$60,000

Hours: 35 hours per week



Anchored in Grace.
Moved to Mission.
FIRST PRESBYTERIAN

Overview

Under the direction of the Senior Pastor/Head of Staff, this position is responsible for planning, administering, and facilitating programming and events designed to guide youth in grades 6 through 12 in their understanding of themselves and their faith.

Minimum Qualifications

- Education and Experience: Bachelor's degree in youth ministry, theology, sociology, or related field preferred. At least two years of previous work experience as a Youth Director or leader in the field of religious education required. A comparable amount of training, education, and experience may be substituted for the minimum requirements.
- Knowledge, Skills, and Abilities: excellent communication and interpersonal skills accompanied by a positive attitude; good judgment and the ability to maintain confidentiality; excellent computer skills and creativity in designing new and entertaining ways for youth to learn about life in Christ and faith values; ability to relate to young people by earning their respect and trust; excellent organization and supervision skills; willingness to work cooperatively with all staff members and other ministry areas; evident relationship and belief in God and the church; proficiency in evangelical studies and youth ministry; availability to work extended hours and during weekends

Essential Functions

- Assess youth and family ministry needs and develop programs and activities to meet those needs, including Wednesday night fellowship and Sunday activities, confirmation classes, Youth Sundays, and other special retreats/mission trips.
- Develop goals and objectives for youth and family ministries consistent with the church's mission.
- Select and oversee the curriculum for youth, ensuring that what is taught adheres to the values of the local church and the essential tenets of the Reformed faith.
- Lead or staff Sunday School classes for youth.
- Mentor youths and help them realize their individual gifts and goals.
- Develop programs tailored to engage and meet the needs of college-age students.
- Provide opportunities for youth to joyfully worship and honor God, develop friendships with other Christians, and be better equipped for a life of discipleship.
- Work with staff and committees to prepare and communicate information regarding youth ministries using a variety of channels.
- Recruit, train, and support volunteers for efficient implementation of church programs.

- Ensure that the church's policies and procedures are followed in the church's ministry to youth and families.
- Develop strong relationships with parents and families of youth.
- Assist in the planning and implementation of congregation-wide events, working with appropriate sponsoring committees for each event.
- Be a spiritual leader for our youth; take part in church programs and in their lives by attending school and extra-curricular events.
- Collaborate with the Director of Music Ministries to foster music programs for youth.
- Develop, monitor, and operate within a program budget for the church's ministry to youth.
- Develop and maintain effective relationships with school and community leaders.
- Participate in and contribute to staff and church meetings.
- Coordinate with church committees so that the ties between Youth Ministry and the other ministries of our church family are strengthened and aligned.
- Provide creative and ongoing education and encouragement for youth and their families to participate in Sunday morning worship services.
- Work with the Head of Staff to schedule appropriate ways for ongoing youth involvement and/or leadership in Sunday morning worship services. Help organize fundraisers for youth events and trips and help make decisions about how funds are used.
- Pursue continuing education opportunities related to youth culture and effective ministry.
- Other duties as assigned by our Senior Pastor or the Session.

Essential Physical Skills

Acceptable eyesight and hearing (with or without corrections); Ability to communicate orally and in writing. Reaching, pulling, pushing, lifting, sitting, standing, kneeling, and bending. Reasonable accommodations will be made for otherwise qualified individuals with a disability.