

# Trinity United Methodist Church

**Position Description:**            **Director of Youth Ministry**  
**FT/PT:**                                Part Time (15-20 hrs/week)

## **Introduction to Trinity:**

Located in McLean, Virginia, Trinity United Methodist Church ("*Trinity*") is a welcoming and vibrant community with a mission to make disciples of Jesus Christ for the transformation of the world. Please see <https://umtrinity.org/> to learn more about Trinity.

## **Position Overview:**

The Director of Youth Ministry will report to the Senior Pastor for spiritual and ministry guidance and is responsible for providing direction and organizing our youth ministry program. The Director of Youth Ministry will be responsible and subject to United Methodist polity and doctrine.

Responsibilities include developing, designing and leading Trinity's weekly Youth Group program throughout the year and special annual youth group events. The Director of Youth Ministry will also be responsible for helping Trinity's Pastors organize and teach confirmation classes, and plan for an annual confirmation banquet. The Director will work closely with our Pastors, staff, and lay leaders involved in youth ministry at Trinity.

## **Desired Talents/Gifts and Qualifications:**

The candidate must possess, at a minimum, both a basic understanding of Christian theology / doctrine and of United Methodist Church (UMC) beliefs and practices. The overarching tasks of youth ministry are to:

- Love youth where they are
- Encourage youth in developing their relationship to God
- Provide youth with opportunities for nurture and growth
- Challenge youth to respond to God's call to serve in their communities and world

The candidate needs to have the following skills / background:

- Experience with and strong personal affinity for Christian education;
- Interest in supporting the spiritual development of youth;
- 2+ years experience leading and teaching education target towards middle and high-school students;
- Strong communication as well as organizational and project management skills;
- Natural inclination and affinity towards working with and relating to youth;
- Demonstrated leadership skills and ability to work well with numerous stakeholders; and
- Interest in taking initiative and innovating.

## **Core Responsibilities:**

- Plan, coordinate, execute and oversee Christian education programs for youth (grades 6-12), including Sunday School programs and Youth Group with regard to: (i) curriculum

design and development; (ii) recruitment and training of teachers, volunteers, and counselors; and (iii) delegation of teacher assignments.

- Organize, implement and oversee annual special events for youth, including: King's Dominion trip and ski trip. Communicate and work with parent volunteers in this regard.
- Assist Trinity's pastors with the planning and teaching of confirmation classes. Provide leadership for confirmands, mentors, and parents beyond the classroom. Plan and lead the Confirmation celebratory banquet at the end of the year.
- Organize an annual youth group missions project.
- Coordinate with Boy Scout parent volunteer and local Boy Scout troop(s) supported by Trinity to plan and attend occasional outings and events.
- Coordinate with Boy Scouts on all aspects of Trinity's annual Christmas tree sales; recruit volunteers; be on premise to organize volunteers and assist in selling trees.
- Serve as a spiritual leader and role model and mentor youth in developing their leadership skills.
- Prepare and send periodic newsletters to parents.
- Coordinate with Trinity's Trustees on "Safe Sanctuary" policies for all classroom education and occasional activities and events.
- Provide creative and visionary leadership in developing and implementing successful techniques to enhance and grow Trinity's youth programs and increase overall participation.

**Interested? How to apply:**

To apply, please submit your resume and short cover letter to [info@umtrinity.org](mailto:info@umtrinity.org). We are seeking to fill this role as soon as possible.

**We look forward to hearing from you!**

**In Christ, Trinity Church**