

Job Position: Youth Ministry Director
Supervisor: Rev. Carolyn Williamson
FLSA Classification: Exempt
SOL Category: Regular Full-Time Salaried Employee



Brief Description:

This position is responsible for seeing that all aspects of Grace United Methodist Youth ministry (6th-12th grade) are in alignment with Grace Church's future story to be a church for all generations and other differences, making disciples of next generations for the transformation of the world, experiencing God's saving work in the way of grace through the means of grace. Eligible for paid time off as defined in the Personnel Policies and Procedures Manual. Will need to undergo a background check.

Essential Functions:

- **Inspire** deep spiritual formation of youth through the way and means of grace. Collaborate with the youth, parents and staff to organize, lead and evaluate the spiritual formation programs of Grace United Methodist youth ministry so that they align with the church's future story. Some examples include Sunday School, midweek programming, special holiday events, and community engagement.
- **Increase** next generations of spiritual leaders by recruiting, training and coordinating adult volunteers to support and mentor youth. Lead training on compliance with the United Methodist Child/Youth Protection Policy.
- **Involve** all generations growing together in love and awakening to their call to serve as disciples of Jesus by coordinating and leading the development and implementation of multi-generational and cross-cultural mercy and justice missional engagement opportunities.
- **Invite** youth to connect with the mission of Grace Church by being present on school campuses, sport events and in the community.
- **Include** historically excluded groups of youth so that cultural differences are recognized, understood and appreciated.
- **Communicate** with youth, parents, congregation, staff, and the community to create awareness of programs, special events or activities involving the Grace youth by managing the use of flyers, monthly newsletter, email, website and social media.
- **Coordinate** with the Children's Ministry Director for a welcoming transition from the Children's program to the Youth program.
- **Participate** with the finance team in planning the annual budget. Be responsible for spending and any fundraising needed.
- **Attend** at least one continuing education experience a year relating to youth ministry.
- **Abide** by Grace UMC Personnel Policies and Procedures.

Supervisory Responsibilities:

- This position will supervise adult volunteers and paid youth interns.

Minimum Qualifications:

- Evidence of a personal relationship with God through Jesus Christ and a passion for the church's mission to make disciples of Jesus for the transformation of the world and commitment to the Grace UMC's future story.
- Bachelor's degree along with training and experience building inclusive community with culturally diverse youth.
- Able to teach a basic understanding of theology in the United Methodist Church and the importance of full inclusion for LGBTQ and other historically excluded groups in our life together.
- Strong relationship skills and ability to lead diverse collaborative teams of people.
- Caring attitude, trustworthy, on time, reliable and willing to grow as a leader.
- Excellent verbal and written communication skills required. (English fluency required)
- Ability to prioritize, meet deadlines and manage multiple tasks.
- Ability to share own Christian experience in healthy and inviting manner.

Disclaimer:

The above job description has been designed to indicate the general nature and level of work performed in this position. It is not designed to be a comprehensive inventory of all duties, responsibilities, and qualifications required of staff assigned to this job.