



## **DIRECTOR OF YOUTH MINISTRY – PART-TIME (10 Hours/Week)**

**OVERVIEW:** The Director of Youth Ministry is responsible for building relationships with FCC youth and their friends, infusing energy and creativity into all programs sponsored by the youth ministry and handling the logistical operations of the Youth Ministry's programs in a way that supports youth families and that helps volunteers be exceptionally effective.

### **DESCRIPTION AND RESPONSIBILITIES:**

#### **RELATIONSHIPS**

- The Director of Youth Ministry knows every participating youth by name.
- All first-time visitors to receive an exceptional welcome and timely follow up, so that all students who want to become a part of the youth ministry do so in a way that feels welcoming and natural to them.
- Encourages students to take the next natural step in their journey of Christian discipleship, including involvement in worship, leadership and Sunday school.
- Serves as a catalyst for spiritual growth, by example and by articulating their faith both at youth ministry gatherings and in everyday conversations with youth.
- Prays for the youth and the youth ministry of FCC Leavenworth regularly.

#### **PROGRAMS**

- Recruits, trains, encourages and supports all youth ministry volunteers.
- Ensures all youth programming is conducted in a safe environment.
- Teaches Sunday school.
- Works in collaboration with the staff, parents, and volunteers, to provide monthly fellowship and service events for youth.

#### **LOGISTICS**

- Communication of programs, events and important information regarding the youth ministry happens through the appropriate use of church bulletins, social media, the church website, flyers, and meetings.
- The volunteer team receives equipping, encouragement, and training on a regular basis.
- All special events are well organized and publicized. Their execution leaves parents confident that their children are being faithfully and creatively nurtured.
- All volunteers have been recruited at least one month before they begin their work. They receive whatever information they need to do their job well, including curriculum for Sunday school.
- Ensures the logistical details of the youth ministry are handled in a professional and timely manner. These needs include at least:
  - Attendance tracking
  - Annual medical release forms and event registrations
  - Communication with church staff, youth families, and with the congregation
  - Transportation arrangements
  - Volunteer recruiting

#### **ADDITIONAL RESPONSIBILITIES:**

- The Director of Youth Ministry is an active leader and participant in the life of the church (i.e. worship, Sunday school and special events).
- Works collaboratively with other staff members.
- Attends Youth Ministry Team meetings regularly.

**SUPERVISION:** The Director of Youth Ministry is supervised and accountable to the Senior Pastor