

Director of Youth Ministry Job Description: 20 hours per week

Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age."

Matthew 28:19-20

Mission

To build systems that equip youth with a faith for life.

The vision for youth ministry at St. Paul Church is to give youth a faith that will carry them into adulthood. Achieving this goal will take a holistic approach focusing on grounding the youth in their identity in Christ, exploring their God-given giftedness, and experiencing faith put to action. This goal will be practiced in various methods including bible study, fellowship, mentoring, mission trips, ministry involvement through St. Paul, and intentional relationship building. This ministry will be from birth through twenty-somethings.

Faith formation through learning, service, worship, and fellowship needs to be established in the family schedule early in the family's development. To do this youth ministry at St. Paul will start at the beginning with infants and parents. How this will be executed is to be determined by the youth ministry teams, current families, and director of youth ministries. A few examples are, a family-friendly worship and/or bible study, fellowship activities for families of all ages, a small group for new parents, adopt a relative ministry, or care for the parents through a night out sponsored by the older youth with babysitting.

From these small ice-breaker ministry opportunities for more service and learning ministries specifically for the children can be added as they mature. As they grow youth ministry will not just be something they are on the receiving end of, but hopefully through intentional mentoring and discipling they will become active members and leaders in ministry.

Along with service we hope that before youth "graduate" from St. Paul they will be equipped with:

- a relationship with God
- an understanding of their identity in Christ
- an awareness of their SHAPE¹
- practice writing a prayer and sharing it in public
- ability to lead a bible study
- practice giving their faith testimony (share/explain their faith to someone)
- a passion to serve in ministry as God has gifted them
- the desire to welcome another person

The director of youth ministry has a large portfolio and will not be expected to be the sole youth minister of St. Paul Church. Their call to this community will be to cultivate, train, and equip teams to fulfill the various ministry demands of a birth through young adult youth ministry.

¹ Spiritual gifts, Heartfelt passions, Abilities, Personality, and Experiences

Qualifications

The Director of Youth Ministry will have a sense of call and a passion for the spiritual growth of youth and young adults that is grounded in an understanding and appreciation of Lutheran theology. A degree is not required for the position but welcomed. We are looking for someone who demonstrates experience in leadership, is a “self-starter”, has a passion for nurturing and equipping volunteers, and organizing a collaborative team. The time requirement is estimated at an average of twenty hours a week, or a total of 1,040 hours per year, based on an annual calendar of activity that may have seasonal variations. Although the Director of Youth Ministry is expected to be present on Sunday mornings, we also recognize that the Youth Director will be developing and sustaining a network of people who will in turn be an essential part of ministry to and with St. Paul youth, young adults, and families. This means it will not be possible for the director to be present at every event and every meeting, but to have oversight responsibilities for coordinating the ministry teams.

Ministry Responsibilities

Leadership Development

- Recruit and train adult leaders to serve as mentors and youth ministers/volunteers
- Develop leadership skills with youth
- Train youth to serve as leaders for the next age group down.
- Support individuals who are gifted and passionate for work in the wider church.

Program Development

- Connect and build relationships with youth, parents, and youth ministers/volunteers
- Recruit and coordinate youth and family ministry teams
- With the youth ministry teams, schedule, plan, organize, and execute youth and family activities/events.
- Resource and coordinate with ministries involving youth and families (Sunday School, Vacation Bible School, etc)

Administration

- Build youth ministry team system
- Establish communication systems with the youth and families, youth ministry teams, council, and congregation.
- Build and maintain a youth ministry team database
- Implement Safe Church procedures for youth ministers/volunteers
- Prepare annual youth ministry estimate of spending
- Coordinate and communicate activities and training events with other church ministries.

Specifics

Accountability

- Write monthly reports to the church council and annual reports to the congregation.
- The DYM will report to the pastor and work under his/her supervision.
- Yearly reviews will be conducted by the personnel committee (or the Pastor in lack of one), who handles yearly reviews for all staff persons.
- DYM will work closely with the youth ministry teams and as needed with pastor and other staff.

Duties and Responsibilities

- Pursue opportunities for continued personal spiritual maturity and leadership development.
- Develop a comprehensive youth ministry strategic plan which seeks to balance learning, worship, service, and social activities/events.
- Attract, welcome, and assimilate new youth into the St. Paul community.
- Actively recruit, train, support, and coordinate youth ministers/volunteers.
- Coordinate youth communications.
- Communicate regularly with parents, adults, and congregation
- Establish relationships with local schools and their students as appropriate and realistic.
- Coordinate catechism education with the pastor, teachers, Sunday School, and parents.
- Schedule and execute youth ministry fundraising projects.

Compensation

- 20 hours a week (average 1040 hours a year)
- To be determined by the hiring team, personnel team, and church council.
- Laptop for ministry use.
- Cell phone for ministry use?
- Continuing education
- Mileage
- Other

Unique Aspects of the position

- Flexible work hours
- Ability to interface and connect with numerous other ministry areas and teams.
- Some public speaking involved- ministry moments, presentations, etc.
- Occasional overnights or out-of-town trips
- The privilege of watching young people grow in their faith.