

## **FIELDS CHAPEL UNITED METHODIST CHURCH**

**TITLE: Youth Director**

**REPORTS TO: Pastor**

**POSITION STATUS: Part Time**

### **POSITION SUMMARY:**

This is an 10-12 hour a week job that administers and develops all facets of youth ministry at FCUMC, focusing primarily on small groups, Bible studies and discipleship. This position is responsible for planning, coordinating and overseeing activities for youth to promote fun, fellowship, spiritual development and ministry involvement.

**ESSENTIALLY DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

- To get to know and establish a positive relationship with all youth in the congregation.
- To provide a weekly youth program (Wednesday evening) that is worshipful, fun, relevant and effective in attracting youth to Christ and promoting spiritual growth.
- To create and oversee other youth oriented events such as retreats, mission projects, recreational field trips etc....that appeal to youth at various levels of spiritual maturity.
- To assist the pastor in planning regular youth involvement in worship services at FCUMC
- To recruit and equip adult volunteers to work within the youth programs and to serve as an ongoing resource to adult volunteers for materials, ideas and coordination
- To develop and administer a program of active outreach to the youth of the community that includes follow-up with all youth visitors.
- Maintain weekly contact with youth and parents, keeping them informed of topics/themes being studied, special events etc...through printed bulletin notices, phone, postcards, facebook, web site, etc...

### **JOB SKILLS AND QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements below are representative of the knowledge, skill and/or ability required.

- Creative, having passion and heartfelt concern for youth
- Strong interpersonal skills with the ability to relate to today's youth culture
- Ability to effectively present information and respond to questions from youth, parents, pastor or congregation
- Understand the maturity levels and characteristics of youth and the challenges they face today
- Possess solid time management skills and organizational abilities
- Have high energy, hard working and possess the ability to motivate and inspire others
- Good verbal and written communication skills
- Effective planning and organizational skills
- The flexibility to consider, assess and implement new and innovative methods and programs to enhance the youth ministry of the church

- Ability to work as a team player supporting and encouraging others in ministry to the church
- Demonstrating the potential for a strong working relationship with the pastor
- A self-starter with a heart for the church's vision of outreach to the community
- Knowledge and ability to employ technology at various levels...texting, web sites, facebook, power point, etc...

## **COMMENTS**

The above statements are intended to describe the general nature of this job and the level of work to be performed by employees in this position. It in no way states or implies that these are the absolute only duties to be performed by the employee occupying this position. Employees will be expected to follow other job related instructions and to perform any other job related duties required by their supervisor. This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship.