

First United Methodist Church

Hopewell, Virginia

Youth Director Job Description Service

Job Summary:

The Youth Director is responsible for guiding, directing and supporting the youth ministry program. The Youth Director will serve, as lead participant in the church's youth program. The Youth Director bears the responsibility for the facilitation, planning, coordination, implementation, and execution of the entire youth program. It is also the responsibility to play a key role in ensuring spiritual guidance to the youth of FUMC, their families and to build a strong and every-growing youth program. The Youth Director along with the Youth Council, Children's Director and Children's Council will work together to develop and implement an annual Summer Outreach Event.

Leadership and Direction Setting:

Demonstrate Christian values and faith in one's life to provide and ensure a dynamic, supportive, and loving Christian community for the youth, and cooperate with staff, Youth Council, parents, Sunday school teachers, and overall church membership.

Provide leadership and direction in the development, spiritual guidance and growth through education, worship and mission opportunities. Also, identify Christian materials and supplies needed to meet youth ministry goals.

Manage the weekly direction of the youth program of First United Methodist Church and provide primary leadership. Approval and review of all functions must be obtained first by the Pastor of FUMC and in conjunction with the Youth Council and Program Planning Committee. Participate in church administrative and committee meetings as requested.

Specific Responsibilities:

Teach or supervise youth Sunday school on Sunday mornings:

Organize and teach youth meetings/socials on Sunday evenings. (Youth Council and Parents will assist with programs and snacks.

Participate in the UMYF (United Methodist Youth Fellowship) retreat each February.

Participate and encourage youth participation on the District Youth Council (DYC).

Participate in at least three hands-on mission projects during the year. At least one must be a DYC sponsored mission project.

Visit youth group members and prospective youth members in their homes. Correspond with new visitors within one week of first visit to church.

Provide oversight for the administrative function for the youth in cooperation with the Finance Committee:

- Maintaining a budget.
- Getting authorization for expenditures from Finance Chairperson or treasurer.

- Writing purchase orders.
- Ordering necessary supplies.
- Checking invoices once orders arrive.
- Develop monthly ministry plan and set yearly goals.

Promote and grow the youth ministry including:

- Sustaining participation in youth programs.
- Recruiting new members in youth programs.
- Identifying opportunities for new youth programs.
- Developing and implementing plans and goals.

Promote Christian Discipleship including:

- Opening class time and meetings with prayer.
- Furthering Christian morals and fostering Christian fellowship.

Supervision and Accountability

- a. The YD will serve as a member of the church staff
- b. The YD works under the supervision of the pastor
- c. The YD is accountable to the Staff-Parish Relations Committee
- d. YD performance review will be conducted at least annually.
- e. Attend Youth Council, Program Planning Committee, Church Council, Staff Meetings, and other functions of the Church as reasonably requested.
- f. Any and all other duties assigned by your Supervisor, Pastor of FUMC.

Qualifications:

Must have previous experience with youth in a Christian setting. A knowledge of leadership and policy positions that focused on the beliefs and practices of the United Methodist Church. This role model for the youth and the congregation of FUMC. As such, it requires a highly mature individual and operates within the highest standards of person and professional conduct.

Ministry Schedule

This is a part-time, monthly salaried ministry position. The position shall include every Sunday morning and evening along with ten (10) other hours during the course of each week.