

Director of Youth Ministries
Job Description
St. Stephen United Methodist Church

Revised October 2016
Feb. 25, 2019

DESCRIPTION OF POSITION

Develops and implements a youth ministry for St. Stephen's congregation. This is a full-time, exempt position reporting directly to the Senior Pastor and administratively to the Staff-Parish Relations Committee. Responsibilities include directing and supporting our youth ministry and encouraging, modeling and executing the youth vision and mission as follows:

Vision: To Become the Hands, Feet and Heart of Jesus Christ

Mission: Celebrate God through fellowship

Grow our faith together

Build relationships here and beyond

Impact the world for Christ

QUALIFICATIONS

- A. Committed follower of Jesus Christ; familiar with and committed to the Methodist faith and practices.
- B. Passionate about youth ministry with a resilient and persevering spirit.
- C. Previous experience or involvement in youth ministry preferred.
- D. Bachelor's degree required; a Bachelor of Arts in Christian Education or Youth Ministry is preferred.
- E. Strong interpersonal communication skills; relatable and able to communicate biblical and life lessons.
- F. Self-directed team player who works well with others, is caring, inclusive and builds relationships with parents, youth and staff.
- G. Proficient in use of technology and social media.

STUDENT MINISTRIES

- A. Responsible for the UMYF (United Methodist Youth Fellowship) program.
- B. Develops relationships with youth and their families.
- C. Serves as a general resource and counselor to youth and their families in pastoral care matters.
- D. Works with the leadership of Club 45 (our ministry for 4th and 5th graders) and College Ministries to facilitate smooth transition for youth between programs.

CONFIRMATION

- A. Supervises the 6th Grade Confirmation program.
- B. Recruits, trains and oversees the adult volunteers.
- C. Guides and drives self-directed individual Confirmation programs for older youth (as needed).

CHRISTIAN EDUCATION

- A. Plans and oversees all youth-related Sunday school classes/discipleship groups (6th-12th grade) in keeping with the vision and mission of a comprehensive youth ministry program.
- B. Researches and implements new Christian education models, continually seeking ways to re-energize youth Christian education at St. Stephen, including the use of small groups, Bible studies and social media.

MISSIONS

- A. Plans and oversees all youth-related mission work.

ADMINISTRATIVE

- A. Communicates regularly with parents, youth and adult volunteers.
- B. Maintains and supervises the use of the Youth Facility and the overall Student Ministries budget with support from the Program Secretary and Financial Administrator.
- C. Regularly attends staff meetings and Council on Ministries meetings and other committees as necessary.
- D. Ensures that all adult youth volunteers have complied with the St. Stephen UMC Safe Sanctuaries policy.

WORK SCHEDULE

- A. Sunday morning worship and Sunday evening youth group attendance are required.
- B. Must be willing to participate in weekend and/or week-long retreats.
- C. Flexible scheduling will be necessary to support youth relationships and events, which will include appropriate availability during church office hours (8:30-4:30 M-F) with one weekday off to be coordinated with the Senior Pastor.