

Position Description - Director of Youth and Young Adult Ministries Williamsburg United Methodist Church

Scope:

The Director of Youth and Young Adult Ministries is responsible for developing and overseeing a comprehensive and robust ministry with Youth (grades 6-12) and their families, for creating and sustaining a vibrant ministry with young adults of college age, and for managing the social media presence of the Williamsburg United Methodist Church. The Director serves under the leadership of the Lead Pastor and will work closely and cooperatively with the Youth Leadership Team and other church staff and lay disciples in fulfilling these responsibilities.

Expectations:

Youth -

- Provide vision, guidance and direction for the Youth Leadership Team and for Youth Ministry
- Develop ministries to engage Youth and cultivate their spiritual development as mature disciples – to prepare semi-annually, on a date agreed upon with the Lead Pastor, a comprehensive and balanced Ministry Plan for the coming six months
- Implement and oversee the approved Ministry Plan for Youth in grades 6-12, including Sunday activities, Youth Fellowship, day and evening activities, summer programming, and special events
- Work with the Youth Leadership Team to recruit, equip and support involvement of families with Youth
- Provide consultation and direction for comprehensive curriculum choices for Youth small groups and classes
- Build, mentor, equip, and lead Youth volunteer teams for local and global mission and outreach activities
- Be an advocate for Youth by supporting the integration of Youth ministry into all phases of church life (Music, Local and Global Outreach, Worship, Welcome & Hospitality) to contribute to a culture that is intentionally intergenerational and to help educate the congregation about the hopes, concerns and needs of Youth in the church and beyond
- Cultivate relationships of trust with Youth and their parents and, as appropriate, provide personal guidance, counsel and support for the Youth
- Support the Pastors in the annual Confirmation class for WUMC Youth
- In concert with WUMC clergy and staff, support and provide spiritual formation opportunities to WUMC parents/caregivers
- Ensure that the Safe Sanctuary Policy is observed in all Youth ministry settings, and help ensure that such training is provided to adult mentors/volunteers.

Young Adults (ages 19-30) -

- Work closely with the Director of the Wesley Foundation and serve as WUMC's representative to the Wesley Foundation Board
- Collaborate with the Pastors, Director of the Wesley Foundation, the Wesley Campus Ministry and campus community to provide forums for young adults to engage issues and concerns that matter to them (e.g. films, lectures, panel discussions, etc.)
- Plan, develop, and implement a program of ministry for college-age young adults in the church, in college (especially at William and Mary) and in the broader community (e.g. Sunday School classes, small groups, etc.)
- Create and promote ways for young adults to become involved in the full range of ministry at WUMC (Music, Local and Global Outreach, Worship, Welcome & Hospitality)
- Encourage young adult participation in the array of activities and ministries offered by the church, including discipleship and volunteer service both local and global
- Be an advocate for young adults; become familiar with their issues, needs, and concerns; and assist them in finding their voice
- Educate young adults about the possibilities for sacred vocation in the greater Church, and work closely with other clergy and staff in that effort

Social Media –

- Plan, develop, implement, and maintain the WUMC presence in social media and to keep it updated
- Educate/train church staff and appropriate laypersons as to ways social media can achieve ministry goals, and promote the church and its efforts to make disciples of Jesus Christ.
- Establish lines of communication to obtain updates and content needed to keep our web-presence current and fresh
- Work closely and collaboratively with church staff, appropriate church committees and organizations, in the use of social media to achieve their goals
- Keep metrics of social media usage to determine reach and impact
- Advocate for the support required to sustain a vital social media presence

In addition to the above, the Director of Youth and Adult Ministries will:

- Exercise oversight and due diligence for the aspects of the budget assigned to these areas and use all fees, contributions and other special sources of income in a manner consistent with Church policies
- Develop relationships with Youth and young adults in our community
- Maintain records of participation for all activities
- Participate in the regularly-scheduled staff, Church Council, Education Committee, Youth Ministry Design Team, and other meetings as assigned by the Lead Pastor