



SUSANNA WESLEY UNITED METHODIST CHURCH

3900 George Washington Highway
Ordinary, Virginia 23131

Title: Youth Director (Job Description)
Reports to: Pastor

The Mission of Susanna Wesley UMC is to make Disciples of Christ through loving, serving, encouraging and growing together.

The Youth Director will perform a variety of activities to direct and coordinate a strong faith filled youth ministry, aimed at helping youth grow as disciples of Christ. The mission of the Youth Director will be directed towards youth grades 6-12. (exceptions will be made depending on circumstances). The Youth Director will have purposeful engagement in ministry with the Pastor, staff, youth and parents/guardians. The Youth Director will assist with Christian Education, and invite youth to serve others and make disciples. To that end, the Youth Director is responsible for the development, coordination, supervision and execution of youth programs. These programs are designed to engage the youth of the congregation under the supervision of the Pastor. He or she should develop communication with, and mutual support from families of youth. We are looking for that unique individual who has the spirit and heart for ministry, as well as the ability to organize and run a comprehensive, fun, engaging youth program.

DUTIES & RESPONSIBILITIES:

The following are examples of duties associated with this position. Other related expectations, responsibilities, and tasks are required at times. The Youth Director should be adaptive and receptive to the varying requirements of this position as directed by the Pastor.

Leader

Coordinate volunteers in the Youth Ministry program who are to be appointed with the Pastor's approval, and provide appropriate training for the youth and adults in leadership positions

- Lead the core team(s) and SWAT in planning and coordinating programs and service
- Provide support to parents and guardians

Christian Education

- Participate in ongoing formation and maintain a personal commitment to holiness through daily prayer, bible study, and partaking of regular Holy Communion
- The Youth Director should seek out opportunities for continuing education and spiritual growth.

Team Member

- Actively participate in the Leadership Board meetings and events
- Collaboratively communicate and work with the Pastor and SPRC Coordinator, seeking regular input in planning Youth Ministry activities
- Chair and lead the Youth Ministry committee, which is a committee created by and reporting to the Leadership Board to provide vision, direction, support, and advocacy for the Youth Ministry within the congregation

- Prepare and adhere to an annual budget. Submit formal long-range plans and set goals for Youth Ministry programs to the Pastor to be reviewed and evaluated annually
- Other duties and responsibilities as assigned

POSITION SPECIFICATIONS/REQUIREMENTS:

- Strong personal relationship with Christ and a love for God's Church
- Passion for evangelizing and discipling Middle and High school-aged students
- A joyful, charitable, and prayerful presence
- Thrives in team environments, and, has the ability, to work collaboratively with the Pastor.
- Effective organizer, planner, and implementer of plans
- Experience with Youth Ministry
- Ability to pass a criminal background check Ability to make a connection with both the youth and their parents/guardians.
- Strong verbal and written communication skills; proficient in composing reports, correspondence and in writing newsletter articles and flyers
- Ability to read, prepare, and manage budgets for major events and programs
- Technological proficiency in email and text communication, web, Facebook, etc.

PHYSICAL DEMANDS:

- Moderate physical effort required. Regularly required to stand for extended periods, walk, reach and bend. Ability to travel and lift-up to 15 pounds may be required.

WORKING ENVIRONMENT:

- Part-time position that will require approximately 6-10 hours per week. The goal is to eventually grow the ministry to more hours. This schedule may vary, depending on the activity, travel and some overnights periodically.

SALARY AND BENEFITS:

- This position will initially start as a volunteer part-time position, however, will grow into a part-time paid salaried position.
- Education Bachelor's (Preferred, but relevant experience can also be used)