

Youth Ministry Leader
Grace Presbyterian Church

Job Title: Youth Ministry Leader
Reports to: Director of Family Ministries
Classification: Part-Time Hourly, Non-Exempt (not eligible for Affiliated Benefits)
Hours: 18 – 22 per week
Pay Range: \$18.00 - \$22.00 per hour

The Youth Ministry leader position is a called, but not ordained position. A college degree and two-five years of church ministry experience is preferred. The position encompasses the duties and responsibilities of administering and leading the Youth Ministry program for Grace Presbyterian Church. The position is expected to work alongside the other members of the Family Ministries Team and follow their vision and goals. Youth Ministry is defined as 6th- 12th grade students and families.

Essential Duties and Responsibilities:

- Plans, organizes and leads the programs and events in Youth Ministry, specifically: weekly High School & Middle School Programming, Sunday School, Small Groups, Youth Group and other activities, as well as retreats and trips.
- Teaches in a manner consistent with the Reformed tradition
- Recruits, organizes and leads the Small Group Leader adults, chaperones and other youth volunteers. Trains volunteers in partnership with the Children's Director and Family Ministries Director
- Participates in planning and implementation of Worship Services with youth involvement throughout the year. Engages in such ministerial activities as the Senior Pastor and/or Session may designate, in so far as permitted by the *Book of Order*
- Attends weekly staff meetings, when possible
- Attends regular meeting with Director of Family Ministries
- Coordinates scheduling of activities with Children's and Music Ministries
- Other responsibilities as requested by the Director of Family Ministries

Qualifications/Skills:

- *Administration:* Planning & implementing activities in conjunction with overall church calendar; strong communication skills with youth, parents, volunteers and other staff members; Proficiency with technology and social media management
- *Deadline management:* Planning proactively, communicating regularly to Director of Family Ministries, Family Ministries Administrator; ability to interact well with support staff (i.e. clearly expressing needs and feedback)
- *Worship:* Currently an active member within a church community; Vibrant faith in Jesus Christ and a passion for youth ministry; committed to Reformed theology and church practices
- *People Skills:* Ability to inspire and teach youth; build relationships and trust; recruit and guide volunteers
- *Staff Interaction:* Encourage collaborative efforts and team building; flexibility

Physical Requirements:

- May require prolonged standing or sitting, frequent bending, stooping or stretching
- May require lifting items up to 20 pounds and carrying them a distance of 25 feet

Please send questions/resumes to youthdir@gracepc.org

