

Part Time Youth Director Job Description

Bethany United Methodist Church, Red Lion, PA

12-15 hours a week [time spent with youth counts]

Reports to: Senior Pastor

Job Summary:

This part time position (40 hours/month) is responsible for leading a growing youth ministry, providing Christ-centered, enthusiastic leadership to recruit, support, and maintain participation of youth. The Youth Director will collaborate with Senior Pastor and ministry teams, and provide leadership to recruit, train and support volunteers.

Goals of Youth Ministry:

These are goals that we hold dear for our youth. Our youth director will hold these goals close in mind, pray for them, and work to meet these through the responsibilities below.

- Be a grounded Christ-follower with a deep personal relationship with Jesus
- Demonstrate a passion and vision for youth and their families to grow in faith together
- Strong interpersonal skills with youth and adults;
- Work at developing listening skills and communication skills
- Value and demonstrate being a team player who is supportive of all ministries of the church
- The Youth Director will lead youth discipleship efforts through the creation and support of Jesus-centered, growth-oriented ministries. Programs, ministry volunteers, and total people involved should grow as the church grows.
- Develop a relationship with youth to encourage a deeper relationship with Christ. This includes group interactions, connection on social media, one-on-one and informal get togethers, and attending youth's activities outside of church.
- Encourage and equip the youth to be leaders at Bethany as well as in the community, guiding them and praying for how God has gifted each one.
- Where appropriate connect and/or partner with other Christian youth groups.
- Encourage and shepherd youth to participate in appropriate missions.

Responsibilities: *

- 12-15 hours per week:
- Sunday mornings from 8:30 through the end of 2nd service approximately 11:35 am, Wednesday evenings 6 pm to 7:30 pm, other times as needed. These hours are to count toward the 10-15 hours/week.
- Remaining hours should be utilized in the following manner with the following priorities:
- Set vision for the program & space to care for our existing youth and grow our youth ministry, in conjunction with the senior pastor.
- Recruit, coordinate, equip, and support adult volunteers to sponsor activities.
- Develop and meet with Youth Ministry Team [volunteers] at least twice a year to plan upcoming events as a team, cast vision, pour into volunteers.

- Follow safe sanctuary guidelines for all events and programs.
- Communicate effectively with members of the youth group and their parents through a variety of methods such as phone, email, bulletins, website, social media, etc.
- Leading and directing a mission trip every two years is considered above and beyond and will include additional compensation above the normal rate of pay for 10/15 hours/week.
- Plan and lead a retreat each year that includes some spiritual training and discipleship training.
- Attend staff meetings and one-on-ones with the senior Pastor to coordinate youth ministry within the ministry of the entire church.
- Work within designated church budget and monitor expenses.
- Help to plan and implement youth fundraisers when necessary.
- All other tasks deemed appropriate by the Senior Pastor

Life Style & Behavior:

- Personal life must reflect a high ethical, Christian standard, including but not limited to social media sites, informal gatherings outside of church, and in interpersonal relationships.
- Attention must be given to your personal relationship with Jesus. This may include but is not limited to: personal devotions, bible reading, continuing education, spiritual formation coach, journaling.
- No alcohol or tobacco use during church functions, on church grounds, or endorsed on social media, at informal meetings, etc.
- Must complete and pass background checks before starting in ministry position.

Minimum Education & Requirements:

- College graduate or equivalent
- Excellent communication skills.
- Preferred: Experience working with youth and serving on a church staff.
- Experience in organizing and leading Christian ministries.
- Experience leading small groups.

Conditions of Employment:

- The Coordinator will be offered an annual covenant, with continuation in subsequent years dependent upon the satisfactory performance of this position's duties
- A performance review with the senior pastor and SPRC will occur annually.
- Salary will be mutually agreed upon by the employee and the SPRC of Bethany Church
- If for any reason an employee of the church wishes to end the covenant, a 30-day written notice is preferred
- The Coordinator position is non-exempt, regular, and part-time

Salary/Rate shall be _____ For the year of _____

Signed by
employee, _____ Date _____

Signed by SPRC
Chairperson _____ Date _____

Revised 9/10/24

*The list of responsibilities is not to be considered as all inclusive. Additional responsibilities may be assigned or current responsibilities modified after consultation with the Lead Pastor and the Staff Pastor Parish Relations Committee.