

Church of the Resurrection  
Director of Youth Ministry

**Reports to:** Senior Pastor

**Directly supervises:** Youth Ministry Volunteers

**Status:** Part time, 5 hrs/week, seasonally adjusted  
(Flexible hours, weekends, Weds eve. meetings Sept-May)

**FSLA:** Hourly

### Job Summary

The Director of Youth Ministry serves the mission of the Church of the Resurrection by leading the High School age youth ministry program, with a focus on developing relationships with the youth, provides a program that strengthens their commitment to the church and helps them grow in their faith.

### Role Objectives

1. Collaborate with staff members to establish goals for the youth ministry program.
2. Coordinate various events throughout the year, with a particular focus on faith development, service projects, and worship involvement.
3. Coordinate fundraising activities that will fund youth ministry program expenses and support mission trip expenses.
4. Encourage youth to worship and participate in various aspects of ministry within the church.

### Essential Functions & Responsibilities

1. Youth Board Leadership  
(Re-establish Youth Board)
2. Attend monthly staff meetings
3. Communication & Planning
  - a. Communication
    - i. Serve as the primary point of contact for youth ministry inquiries.
    - ii. Communicate regularly with adult volunteers, parents, and youth.
    - iii. Leverage a variety of appropriate communication options, including e-mail and social media.

- b. Planning & Support
  - i. Initiate planning process for events and fundraising opportunities.
  - ii. Delegate individual event and fundraising activity leadership as needed.
  - iii. Offer support to adult volunteers and parents leading on individual events, including assistance with communication or recruiting volunteers.
  
- 3. Events & Programming
  - a. Weekly Wednesday meeting
  - b. Confirmation Program
    - i. Bridge building / Recruiting
  - c. Faith Development
    - i. Incorporate bible studies and devotionals in youth ministry events at least monthly, with a blend of adult-led and youth-led opportunities.
    - ii. Provide youth with resources for individual or group bible studies and devotionals.
  - d. Fellowship Events
    - i. Plan 3-4 fellowship activities per year, providing a variety of experiences for youth.
  - e. Service Projects
    - i. Plan 3-4 service opportunities per year, providing a variety of experiences for youth.
  - f. Mission Trip
    - i. Communicate essential trip information and fundraising activities and expectations to adult leaders, parents, and youth attending the mission trip.
    - ii. Lead planning meetings with adult leaders, informational meetings with parents and youth, and pre-trip gatherings with youth.
    - iii. Manage administrative functions, including communicating with YouthWorks, arranging overnight accommodations and transportation, managing payments and paperwork.
    - iv. Strategize and execute fundraising activities with adult leaders, parents, and youth attending the mission trip.
  - g. Youth-Led Worship
    - i. Find ways to engage youth to participate and be leaders in Worship
- 4. Fundraising & Finances
  - a. Fundraising Activities

i. Coordinate fundraising activities to fund program expenses.

b. Finances

- i. Manage FYI checking account and handle deposits and payments as needed.
- ii. Create an annual budget and a mission trip budget. Keep track of expenses and tracking fundraising progress.

5. Personal Growth

- a. Maintain professional competency and a personal support network by connecting with peers.

### Qualifications:

- Strong faith and the capacity to nurture youth in the Christian faith.
- Demonstrated experience in a similar capacity.
- The capacity to lead worship and teach youth how to plan and lead.
- Open, welcoming approach to be inclusive to everyone and sensitivity to individual identities.

### Core Competencies

**Mission ownership:** Serves the mission, vision, and values of Church of the Resurrection. Growing understanding and articulation of Lutheran theology.

**Spirituality:** Demonstrates a commitment to the glory of God. Maintain a regular practice of Christian prayer and worship. Demonstrates increasing self-awareness and spiritual maturity, particularly grace, humility, joy.

**Leadership skills:** the capacity to initiate, develop and maintain a quality program through people. Motivates and teaches youth and congregation. Marshalls resources (volunteers, funding) to get things done.

**Technology use:** the capacity to plan and communicate electronically with staff, and staying current with appropriate technological means to communicate with youth.

**Interpersonal skills:** Demonstrates the ability to establish and maintain effective working relationships with the public and within the church. Interacts with others graciously. Productively engages in and resolves interpersonal conflicts.

