

**Director of Youth Ministries
Holland's United Methodist Church
Position Description
May 2022**

Overview

The Director of Youth Ministries reports to the lead pastor. The Director of Youth Ministries will provide leadership to nurture an authentic faith in God in our youth 6th to 12th grades to help them realize God created them, loves them, and has a purpose for them as they live their lives in God's mission in the world-locally and globally-so that Holland's United Methodist Church can more intentionally and faithfully serve as "a caring community that invites and equips people to follow Jesus."

Personal and Spiritual

- Profess Jesus Christ as Lord and Savior
- Full engagement in active Christian lifestyle and discipleship, including regular worship attendance, small group participation, lifestyle of generosity, and serving out of call and giftedness
- Is in full alignment with / support of the vision and direction of HUMC
- Model standards and expectations of Christian leadership, including positivity and professionalism

Responsibilities

- Plan, coordinate, and implement the ongoing ministries for youth including, but not limited to UMYF, Middle School and High School Sunday School, Bible Study opportunities, and other educational events as needed. Plan, coordinate, and implement the special events including, but not limited to, the Confirmation process, UMYF retreats, Discovery, Graduate Recognition Sunday, and other events involving youth as needed.
- Assist with scheduling of teachers and selection of curriculum for Middle School and High School Sunday School.
- Support the associated ministries for youth such as ASP/missions, church league basketball, and music ministries.
- Actively pursue outreach opportunities to draw families into the life of Holland's UMC so that they may experience the grace of Christ.
- Promote participation in district and conference youth events.
- Recruit, develop, and support leadership among Youth Ministries' adult volunteers and youth.

- Develop and implement new ministry opportunities, with the counsel of the appointed pastors and the Youth Ministry Team, to enhance and grow Youth Ministries.
- Plan and implement an annual parent orientation to Holland's Youth Ministries.
- Chair the Safe Sanctuaries Committee and implement the Safe Sanctuaries policy and procedures for Youth Ministries.
- Maintain up-to-date contact information, medical information, etc. for youth and their families.
- Develop and maintain a youth ministry budget with guidance by the Financial Associate.
- Attend weekly Ministry Support Team (MST) meetings.
- Participate in planning meetings and opportunities of any group that involve the youth of the church.
- Ensure that all information concerning youth ministry and associated ministries/missions are publicized to the youth and the congregation through various channels including, but not limited to, monthly HUMC newsletter, worship bulletins and HUMC and MYF social media.
- Serve as the primary resource person to youth and their families on issues of youth and faith including visitation and limited open-door counseling.
- Respond to guests with youth in grades 6-12.
- Serve on Church Council as a member on the Youth Ministry Team (as Staff Liaison); keep the Church Council informed on the vision and ministries taking place in your work area.
- Work closely with other staff in planning and coordinating ministry

Education, Experience, and Qualification Requirements

- Clear Background check, state and national
- Possesses the ability and desire to work with children, youth, and adults
- Desires to be part of a team ministry. Experience in working in a group environment preferred.
- Communicates clearly and effectively in verbal and written form.
- Possesses the skills to recruit and equip volunteers in the Youth Ministry.
- Educational background or experience with children and/or youth. Degree preferred.
- Church related work (either as an employee or a volunteer) preferred.
- Strong organizational skills.
- Self-motivated and ability to perform tasks independently.
- Demonstrated knowledge of and a willingness to learn technology platforms and software, including social media; evidence of appropriate use and application of technology to support the Youth Ministry.

Evaluation

1. The Lead Pastor and SPRC partner will conduct an annual evaluation or more frequently as needed, at the discretion of the Lead Pastor and SPRC.
2. The employee may request a meeting with the SPRC partner at any time.

Benefits

This position allows for vacation with pay as stated in the Personnel Policies of Holland's United Methodist Church.

Estimated Hours Required

It is anticipated this position will require approximately 40 hours per week.

Salary

Commensurate with education and experience.

General Information Concerning Position

The general responsibilities and terms are subject to change at the discretion of the SPRC and/or the Lead Pastor. This position serves at the pleasure of the church. The employee may terminate his/her employment with HUMC at any time with a minimum of four weeks' notice. HUMC reserves the right to terminate employment at any time.