

# **Trinity United Methodist Church Anderson, SC**

## **Director of Youth Ministries Job Description**

### **Primary Purpose**

Lead the youth volunteer staff in creating, developing, implementing and maintaining an ongoing ministry for youth, grades 6-12. Engage teenagers in intentional experiences, community and worship in order to equip them for a lifetime of discipleship.

### **Educational Experience**

1. Passion for Youth Ministry
2. Strong grounding in the Christian Faith, the stories of the Bible and how they directly relate to the challenges faced by today's youth
3. Proven leadership and management skills including the recruiting of volunteer Staff
4. Three to five years' experience in Youth Ministry or other educational environment
5. Teaching and training experience
6. Strong communication and organizational skills
7. Team player
8. Bachelor's Degree
9. Must possess valid driver's license. Within a few weeks of hire, must be able to drive a 14-passenger van.

### **Supervision**

1. Reports directly to the Pastor for focus and direction. Shall meet with the SPRC and the Pastor at least once a year to review the progress, effectiveness and results of the position.
2. Should there be any conflict, it will be handled by Pastor and if no resolution can be made, then it will be handled by the SPRC.

### **Responsibilities**

1. Together with youth volunteer staff, plan and coordinate all youth related activities. (i.e. Sunday and Wednesday night activities. Mission and outreach opportunities, both local and distant).
2. Provide leadership in the development and management of the Youth Ministry budgets.
3. Maintain consistent and regular communication with parents of youth about all aspects of the Youth Ministry (at least once per quarter).
4. Be acquainted with the personal lives of the youth (either directly or through the youth volunteers). For example, visit homes, attend school events, and make hospital visits. This also includes being aware of current youth development and culture.
5. Create and maintain a Youth Ministry calendar of all events and activities (provide 12-month calendar to parents).
6. Work alongside the other church employees to facilitate and support worship involvement for all youth. (Staff meetings, retreats, etc.)
7. Work with the Minister of Discipleship and Outreach to ensure Safe Sanctuary policy is followed.
8. Recruit, equip and support volunteer staff for all aspects of the Youth Ministry.
9. Perform any other tasks as assigned.