



## Job Description

<b>Title</b>	Youth Ministry Director	<b>Status</b>	Full Time with Benefits (Exempt)
<b>Department</b>	Youth Ministry	<b>Reports to</b>	Pastor Ben Sullivan

### POSITION PURPOSE

The Youth Ministry Director is responsible for all aspects of programming for children in 6<sup>th</sup> through 12<sup>th</sup> grade in order to fulfill Hope Lutheran's mission... *"to encourage all people to know the love of Christ."* The goal of the Youth Ministry Team is to use their spiritual gifts to nurture, inspire, teach, and encourage the youth and those who support them.

### POSITION RESPONSIBILITIES

1. Program Development and Management
  - Cooperatively plan, organize and lead fellowship, service projects and mission trips for middle school and high school students with Youth Ministry Team
  - Oversee registration of students with the Youth Ministry staff and administration
  - Large and small group curriculum preparation to help students learn attitudes, skills, and subject matter that will contribute to their faith development
  - Work with Youth Ministry staff to maintain a calendar of activities that implement long and short-term plans/goals
  - Work with Youth Ministry administration to correspond with students, parents and volunteers through mail, email, and other platforms
  - Oversee the partnership and promotion process for the collection of monetary offerings within small and large groups
  - Model positive relationships with youth and enforce all policies and procedures for safety and well-being
  - Nurture student's spiritual growth and transformation in cooperation with their parents/guardians and the rest of the church community
  - Teach curriculum lessons and lead worship as scheduled
  - Work cooperatively with the Youth Ministry staff to present the Gospel to students passionately and creatively
2. Support and train coordinators and volunteer small group leaders
  - Lead and manage a team of part-time, grade-level coordinators to recruit small group leaders for confirmation
  - Continually identify and provide appropriate training for new volunteers at every level
  - Equip grade-level coordinators, parents and volunteers with tools and training necessary to develop strong spiritual growth and positive relationships

### REQUIRED SKILLS AND ABILITIES

- ❖ Committed to the mission and core values of Hope Lutheran Church
- ❖ Possess strong communication, relational, organizational, and motivational skills
- ❖ Faithfulness, confidentiality and a desire to serve others
- ❖ Self-starter, with willingness to learn and improve
- ❖ Ability to lead and inspire a team of volunteers who also have a heart to invest in God's youth

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### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Updated: February 2022