



JOB DESCRIPTION

Job Title: Director of Youth Ministry

Date: June 2022

Reports To: Minister to Students

FLSA: Exempt

Classification: Program Staff

JOB OVERVIEW

In collaboration with the Minister to Students, create an inclusive and loving faith community, where youth feel welcomed, valued, and cared for throughout their journey of discipleship. The Director of Youth Ministry will promote University Christian Church's vision, mission and values as together we seek to "transform the world by living out Christ's courageous love."

This is both a relational and administrative role. As part of University Christian Church's staff, the Director of Youth Ministry will partner with the Minister to Students to design, promote and lead events that encourage Christian community for youth.

Responsibilities

- Prayerfully and creatively collaborate with the Minister of Students about the mission and vision for UCC Youth.
- Create and sustain a vibrant and supportive community for UCC's youth and families.
- Proactively learn the names and faces of all UCC youth and strive to know the names and faces of the parents of each youth.
- Extend radical hospitality to all students regardless of gender identity and expression, race, ethnicity, religious background, or sexual orientation.
- Set a tone of joyful enthusiasm at all youth ministry programs and events.
- Stay in contact, not only with participating youth, but with the youth of UCC who do not regularly participate.
- Strategize with the Minister to Students ways to engage youth and families who don't seem to be connecting.
- Ensure that first-time guests at youth programs receive exceptional and timely follow up, so that all youth who want to become a part of UCC can do so in a way that feels welcoming and natural to them.
- In collaboration of the Minister to Students, mentor and coach an intergenerational team of individuals in a ministry that encourages 6th grade through 12th grade youth to grow in their relationship with Christ and one another.

- Seek to be informed about joys, concerns, challenges, etc. being faced by students in conjunction with Minister to Students.
- Plan, coordinate and execute Sunday morning and Sunday evening Christian education for youth in grades 6 through 12.
- In collaboration with the Minister to Students, plan retreats, trips, interfaith opportunities, and mission or service projects that encourage spiritual growth and awareness.
- Engage in camp ministries.
- Create content for and administer UCC Youth Ministry social media accounts, and other communication needs.
- Recruit, equip & mentor volunteers for Youth Seasonal Football Parking.
- Partner with Minister to Students to plan special worship services such as Youth Sunday.
- In collaboration with the Minister of Students, strive towards achieving UCC's strategic priority of "Growing Younger" and proactively support intergenerational & Growing Young initiatives.
- Build positive relationships that provides encouragement, support and will engage parents and youth participation in other ministries at UCC.
- Attend weekly worship services and be visible in the greater community life at UCC.

Administration

- Work closely with Communications team to provide clear, accurate information to the congregation and community regarding UCC Youth Ministry.
- Maintain youth ministry student contact information in UCC's membership software.
- Attend staff meetings and training sessions as scheduled.
- Stay within budgetary guidelines in planning ministry opportunities.

EDUCATION & EXPERIENCE

- Bachelor's degree from an accredited college or university.
- Previous work with youth and/or young adults in a college, church or camp setting.
- Theological education/training experience a plus.

COMPETENCIES, SKILLS, CERTIFICATIONS & LICENSES

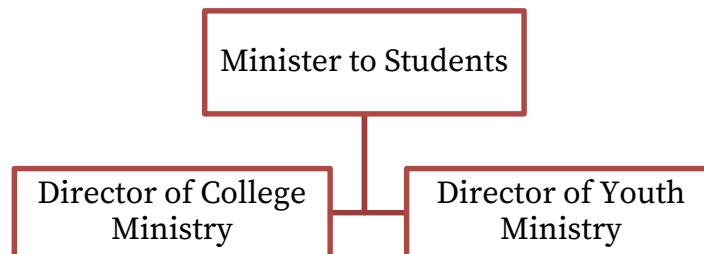
- Use appropriate judgment in the areas of discretion, sensitivity and leadership.
- Ability to create positive working relationships with staff, members and the community at large. Generates a sense of hospitality.

- Demonstrates creativity, oral and written communication, listening and decision-making skills.
- Can work both independently and collaboratively on projects.
- Resourceful under pressure, strong sense of urgency and works well in fast-paced environment without sacrificing attention to detail or quality of work.
- Demonstrated ability to manage complex projects, incorporate direction from many individuals and meet deadlines.
- Self-starter with strong work ethic and ability to manage own time and take initiative.
- Ability to be flexible. Embrace and adapt to growth, change, innovation and creativity.
- Strong computer skills to include a thorough understanding of technology systems and requirements.
- Proficiency in Microsoft Office/Office 365.

PHYSICAL & MENTAL DEMANDS

- Frequently requires problem solving, analyzing and interpreting data and extended focus.
- Attention to detail and mental concentration are necessary for accurately performing tasks, working in a fast-paced environment and handling frequent interruptions.
- Regularly operate a personal computer and express or exchange ideas by means of the spoken word.
- Ability to lift, bend and carry small packages.
- Able to meet physical demands of worship services.

ORGANIZATIONAL RELATIONSHIPS



The above statements describe the general nature and level of work being performed. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the position. Employees holding this position will be required to perform any other job-related duties as requested by management. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.