

## Director of Youth & Young Adult Ministries

**Position:** Part-time/Non-Exempt

**Reports to:** Senior Pastor

**Supervision:** Interns and volunteers in our ministries with youth and young adults

**Job Summary:** The Director of Youth & Young Adult Ministries oversees, coordinates and resources the church's ministries with youth and young adults in support of our mission of "making disciples of Jesus Christ for the transformation of the world." Emphasis is placed on ministering in cooperation with other staff, volunteers and student leaders to ensure that our church builds dynamic ministries that will reach and disciple youth and young adults.

**Qualifications:** (To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions).

- Be a committed follower of Jesus Christ, seeking to know, love and serve God.
- Endorse and support the mission and ethos of Audubon Park United Methodist Church.
- Have a deep and abiding love for people, especially youth and young adults, and a willingness to connect with them, build relationships with them and facilitate their spiritual growth.
- Possess a flexible, dedicated, dependable and highly motivated personality that relates well with youth, young adults, and families.
- Have a history of self-direction and being a self-starter
- Bring a solid theological background, with an understanding and appreciation of Wesleyan doctrine
- Offer creative and fresh thinking with the ability to effectively facilitate change
- Able to conduct one-on-one counseling sessions and provide spiritual direction when necessary
- Able to effectively teach students and adults
- Leaning into spiritual gifts of administration, teaching, and evangelism
- Committed to train volunteer leaders, delegate work to others, and provide follow-up
- Comfort in speaking to and leading large and small groups.

### Essential Duties and Responsibilities:

- Recruit, screen, manage, motivate, equip and support the staff, volunteer leaders and Sunday School teachers working with families and young people.
- Lead effective, relevant communication with students and their families, volunteers and staff.
- Advocate for youth and young adults
- Establish and keep ministry work schedule/hours as approved by supervisor
- Provide goal setting and performance management tasks for staff members reporting to them.
- Regularly connect and converse with volunteers, families and young people within and outside the program setting.
- Manage budget components related to ministry with youth and young adults
- Work with the Administrative Assistance to coordinate program logistics as related to facilities.
- Provide leadership and direction for programming for families and young people, including youth group, Sunday school, small groups, ministry teams, Bible studies, mission trips and special events (i.e. camps, retreats, etc.).
- Provide leadership and direction for evangelism and marketing to attract more students and young adults into our programs.