

Jarrettown United Methodist Church
1460 Limekiln Pike
Dresher, PA 19025

Job Description: Director of Youth Ministry
Updated 6/8/09 by SPRC
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Mission: To direct JUMC in fulfilling its mission to youth and by youth of making disciples of Jesus Christ, relieving suffering, and glorifying God.

Direct Responsibilities:

1. Provide leadership for our Junior and Senior High youth group
2. Support the youth beyond the local church
3. Build relationships with the youth and parents
4. Involve the youth in the life of the church
5. Provide support for the youth Sunday School class
6. Organize yearly mission trips

Qualitative Responsibilities:

1. Worship:

- a. Encourage youth by teaching and example to participate in congregational worship. Attend at least one service each Sunday.
- b. Be an advocate for the inclusion of youth and their culture in the congregation's worship.
- c. Lead worship experiences during youth activities and involve the youth in planning and leading worship services.

2. Evangelism:

- a. Develop and lead a weekly program of activities designed to introduce youth to Jesus Christ and the meaning of Christian community . These "youth fellowship" meetings are typically for one and a half hours on Sunday evenings and include worship, program, recreation, and refreshment.
- b. Encourage all youth related to the church to participate in these activities.
- c. Make contacts with the youth of the community and invite them into the youth fellowship.
- d. Develop and oversee concert series; follow up on unchurched youth.

3. Nurture:

- a. Recruit, train and deploy teachers and leaders for the youth Sunday School classes. Support the teachers with curriculum and necessary supplies and equipment. Regularly visit youth classes. Provide for substitute teachers.
- b. Pray for the youth and their families.

- c. Work with pastors and other staff in formation and leadership of small groups and classes for youth to mature in their faith.
- d. Promote youth participation in summer church camp and serve as a counselor if possible.
- e. Work with pastors and other staff to offer parenting workshops and other parent/teen activities and growth experiences

4. Ministry:

- a. Encourage youth to discover their spiritual gifts and equip them to provide Christian care to one another.
- b. Give the youth leadership experience.
- b. Visit sick and hospitalized youth.
- c. Provide Christian counsel or referral to those seeking help.

5. Mission:

- a. Inspire youth with a vision for world evangelization and encourage them to discover their place of mission in the community, nation, and world.
- b. Direct the youth in planning service and mission projects to the church and community.
- c. Encourage youth to invite their friends and equip them to share the message of Jesus Christ with others.
- d. Involve youth in district and conference youth activities.

6. Administration:

- a. Direct the adult volunteers working with youth in planning, carrying out and evaluating all youth ministries.
- b. Publicize youth activities to youth, the church and the community (i.e. – bulletin, newsletter, website, youth bulletin board).
- c. Keep records of youth attending meetings and special events. Prepare reports as requested by denomination, Church Council, SPR Committee, or pastors.
- d. Keep records of contacts with youth, community events attended, visits and calls.
- e. Maintain a youth directory: addresses, phone, E-mail.
- f. Attend Church Council.
- g. Prepare budget for youth ministry and account for all expenditures of youth program.
- h. Establish working relationships with the youth directors of neighboring churches.
- i. Monitor the cleanliness and maintenance of the ARK, notifying the Trustees of issues which need to be addressed.
- j. Insure the safety and legality of all youth activities. For example: following appropriate child abuse and sexual harassment guidelines, utilizing only adult drivers, placing every passenger under a seat belt, observing copyright regulations.
- k. Attend and participate fully in all JUMC staff meetings and staff retreats

Education Background: College education, courses, or equivalent youth ministry experience.

Skills and Knowledge Required:

- Committed to Jesus Christ as Savior and Lord and passionate about making and nurturing disciples of Jesus Christ.
- Loves youth and understands the diversity of youth culture.
- Able to relate to adults and support parents.
- Warm, open, fun. At ease in front of large groups and in listening one on one.
- Possesses excellent oral and written communication skills.
- Self starter, team player, willing to delegate, organized, detail person.
- Experience working with a successful youth ministry
- Willingness to work flexible hours

Position Status Part time: 25 hrs per week

Accountability:

The Director of Youth Ministry is

1. Hired and evaluated by the Staff-Parish Relations Committee.
2. Accountable to the senior pastor.
3. Reports to the Church Council.
4. Works with the Youth Ministry team.
5. Committed to team ministry with other JUMC staff.

SPRC Approval: 6/8/09