

Director of Youth Ministry

POSITION SUMMARY

This position is responsible for creating environments that invest in the spiritual formation of students (grades 6-12) and their parents so they develop and continue maturing in their personal faith. In leading this dynamic, comprehensive, and sustainable ministry, the director supervises a youth staff team, and ensures a vibrant ministry partner (volunteer) culture, overseeing programming that includes Sunday morning ministry, weekly discipleship activities, mission, outreach, fellowship, and parent equipping opportunities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Strategic Leadership

- Provide visionary and supervisory direction and guidance to the youth staff and summer interns, ensuring vision and programming alignment, leadership growth, and accountability.
- Create a culture where ministry partners (volunteers) love to serve by leading staff in recruiting, coaching, equipping, empowering, and appreciating ministry partners.
- Design and execute an effective communication strategy utilizing a full range of platforms and methods to ensure routine, clear, and reliable communication with parents, students, and the broader church community, building awareness of relevant opportunities, cultivating parental involvement and collaboration, maximizing participation, and sharing and celebrating wins.

Programming

- Collaborate with the youth staff to design and execute a variety of relevant ministry programming for students, 6th grade through 12th grade, including Sunday school, mid-week discipleship, retreats, workshops, outreach events, camps, and seasonal trips that result in a growing number of engaged and spiritually transformed participants.
- Grow relational connections with students and families through presence at student events, encouraging youth staff and volunteer leaders to do likewise.
- Collaborate with the youth staff to design and execute programming that equips and empowers parents to effectively disciple their students as their child's primary faith influencer.
- Ensure compliance with Safe Sanctuaries policies for all activities.

Operational Leadership

- Create and/or follow established systems to maintain and update student and volunteer databases, event calendars, the church website, registration forms, and compliance documents.
- Ensure systems are in place and followed to execute administrative details, including publicity, communications, Safe Sanctuary compliance, and other necessary documentation and record keeping.
- Manage the annual youth ministry budget, including collaborating with the pastor of equipping to create the budget and providing oversight to the youth staff to ensure adherence and timely reporting.

Collaboration

- Collaborate with ministries of the church to ensure students are participating consistently in the full worship and community life of the church.
- Communicate with the church staff, particularly the senior pastor and pastor of equipping, to ensure they are informed of the ministry's priorities, programs, challenges, and successes in a manner that empowers them to effectively support the ministry.
- Other duties may be assigned by the senior pastor and/or the pastor of equipping.

EDUCATION, EXPERIENCE, AND SKILL REQUIREMENTS

- Bachelor's degree or equivalent in Christian Ministry or related field. Masters preferred.
- Adherence to, and alignment with, [ECO's essential tenets](#).
- Grounding in Biblical knowledge and Reformed theology, with a strong sense of calling to serve youth, parents, and volunteers.
- Minimum three to five years of demonstrated successful experience in leading and supervising student ministry programming in a medium to large church setting.
- A creative, entrepreneurial interest and a builder's mindset to develop innovative ministry and outreach methods to effectively reach today's students.
- Strong emotional intelligence and interpersonal skills to lead staff and connect with students and parents.
- Demonstrated successful experience recruiting, developing, and leading volunteers.
- Strong administrative skills, with demonstrated ability to envision, plan, develop, and execute programming.
- Proficient personal computing skills, including email, database, word processing, spreadsheet, graphics, social media and web-based applications.

COMPETENCIES

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|-------------------------------------|------------------------|----------------------------|
| • Innovative builder | • Volunteer Management | • Growth Mindset |
| • Life-long Learner | • Initiative | • Flexibility |
| • Emotional/relational Intelligence | • Strategic Leadership | • Humility |
| • Team Player/Collaboration | • Change Management | • Commitment to Excellence |

PHYSICAL DEMANDS

- Light physical activity performing non-strenuous daily activities of an administrative nature.
- Exerting up to 25 pounds of force occasionally to lift, carry, pull, or otherwise move objects.
- Manual dexterity sufficient to reach/handle items and work with the fingers.

WORK ENVIRONMENT

The incumbent in this position will spend time in a normal office environment, and also be involved in physical activities with students that might be indoors, outdoors, in varying temperature settings, and occasionally, on uneven surfaces.

This is a working document knowing that certain primary responsibilities of the Director may change over time.

REPORTS TO: Pastor of Equipping

FLSA STATUS: Full time, exempt

COMPENSATION: \$75,000- \$85,000, dependent upon experience

[Link for more information and to submit your application.](#)