

POSITION DESCRIPTION - YOUTH DIRECTOR ERIN PRESBYTERIAN CHURCH

PURPOSE OF THE POSITION: To plan and manage Erin's middle and high school youth ministries (non-Sunday School) for the purpose of deepening and enriching our youths' Christian faith and encouraging their full participation in the Erin Church community.

REPORTS TO: Minister, Head of Staff

TIME COMMITMENT:

This is a part-time position of 15 hours per week. Given the diverse needs of the position, scheduling of hours is flexible; however, the following should be included:

1. Weekly youth group meetings (varies during summer)
2. Monthly staff meetings
3. Monthly Discipleship team meetings
4. Program planning and coordination
5. Chaperone off-site outings and camps
6. Special youth-led Sunday worship services

ESSENTIAL RESPONSIBILITIES:

1. Build trusting relationships with the young people of Erin and their families, to help them grow a deep and lasting relationship with Christ.
2. Build leadership abilities in the youth through opportunities to lead and serve.
3. With the Discipleship team: assess youth numbers and program needs yearly; plan middle and high school youth programs that include worship, study, service and fellowship elements, recruit volunteer leaders.
4. Implement middle and high school youth programs through volunteers or direct leadership
5. Recruit youth to participate in middle and high school youth programs
6. Work with volunteer leaders to create a welcoming, cohesive fellowship among youth.
7. Attend and fully participate in team meetings, providing reports at least monthly
8. Ensure coordination and chaperoning of off-site outings, retreats and mission trips following Erin's chaperone and permission policies.
9. Coordinate with the minister and Worship team in planning youth-led Sunday services
10. Manage the youth ministry budget with oversight from the Discipleship team
11. Coordinate fund-raising for off-site outings and events for the high school youth program
12. Communicate well with parents, Sunday School teachers, and the congregation.
13. Attend church services regularly and encourage youth to do so.

PERFORM OTHER DUTIES AS NECESSARY TO FULFILL THE RESPONSIBILITIES AND PURPOSE OF THE POSITION:

This position description is intended to guide the activities of the youth director. It is Not intended to limit the thinking and creativity of the person in fulfilling the goals of this position. Nor is it intended that this document describe all tasks that may be required of the person in this position.

COMPETENCIES: The youth director must be a Christian and should enjoy interacting with youth and leading and directing a variety of youth activities.

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor's degree preferred
- Christian Education knowledge and some music knowledge preferred
- Experience in planning and leading youth programs is desired