

## Youth Ministry Coordinator

**Reports to:** Lead Pastor

Status 25 hours a week

**Job Summary:** The youth ministry coordinator is responsible to oversee and lead the youth ministry at St. Andrew's.

### Essential Functions:

- Plan, create, and implement opportunities for discipleship and service.
- Recruit, lead, and equip youth ministry servants.
- Organize and schedule events for youth to engage in growth through discipleship including but not limited to: small groups, Bible studies, partnering with service missions, opportunities for recreation and self discovery.
- Collaborate with local United Methodist churches in youth ministry.
- Plan an annual service project (local or elsewhere) each summer.
- Support a sense of connection to the Life of St. Andrew's Church.
- Provide opportunities for youth to be directly involved in the life of the church. (Leading in worship, service projects, teaching classes, etc.)
- Abide by safe sanctuary policies.
- Oversees yearly discipleship through confirmation and provides support for volunteers.
- Work closely with the Family Minister to ensure a "hand off" from 5th grade to 6th grade.
- Work closely with the Family Minister to ensure both children and youth ministries are aligned with the same goals.
- Monitor expenses through the annual youth ministry budget.
- Facilitate connections between youth and adults in the congregation.
- Oversee discipleship opportunities for youth (Sunday School, Small Groups, etc.)
- Develop relationships with and among youth, parents, families, and adult volunteers.
- Create avenues for service, recreation, and self discovery.

### Core Competencies:

- **Mission Ownership:** Demonstrates understanding and full support of living into the mission, vision, values and beliefs of St. Andrew's church. Can teach those values to others. Leads his/her leadership team to identify unique mission and vision, which is in line with the mission and vision of St. Andrew's.
- **Spiritual Maturity:** Models and develops humility, teachability, accountability, and self awareness in working relationships. Regularly practices spiritual rhythms and takes regular time off.
- **Team Player:** Guides leaders in the process of sharing best practices, identifying and solving common problems. The ability to work with the staff along a common mission. Works with volunteer teams to regularly assess the health of the family ministry team. Creates and communicates vision, direction, and goals for the team.

- **Interpersonal Skills:** Demonstrates the ability to lead others. Demonstrates the skills of active listening and openly accepts criticism. Productively engages and resolves interpersonal conflict.
- **Leadership Development:** Stretches people to try new skills and accept new levels of responsibility in line with their gifts and graces.
- **Thought Partner:** Has the ability to see and relate to challenges families face and is willing to brainstorm, create conversation, and listen around new ways of equipping and reaching families. **Other Responsibilities:**
  - Attend regular staff meetings.
  - Participate in annual continuing education events.

**Minimum Qualifications:**

- Bachelor's degree or equivalent experience.

**Physical Requirements:**

- Able to move freely in and out of different settings (churches, business, etc.)
- Able to speak in public forums (church, local community settings, outside events.)