

# **Director of Youth and Young Adult Ministry - Job Description**

## **Bartlett United Methodist Church**

**The Mission of Bartlett United Methodist Church is to know Christ and to make Christ known to all people through worship, education, and service in our community and throughout the world.**

### **POSITION OVERVIEW:**

The Director of Youth and Young Adult Ministry plays a pivotal role in the spiritual and personal development of young members within the congregation and community. This position involves leading, coordinating, and implementing programs and activities specifically tailored to engage and empower middle and high school youth. The Director of Youth and Young Adult Ministry fosters a supportive environment that encourages spiritual growth, moral development, community involvement, and leadership skills among the youth consistent with the principles of the United Methodist Church, Bartlett United Methodist Church, and the Holy Bible.

### **KEY RESPONSIBILITIES:**

- Program Development and Implementation:
  - Develop and implement a comprehensive youth ministry program that aligns with the mission and values of the United Methodist Church to make disciples of Jesus Christ that transform the next generation and ultimately the world.
  - Plan and organize weekly youth gatherings, including Bible studies, discussion groups, worship services, social events, and mission projects.
  - Coordinate and lead special events, retreats, service projects, and mission trips for youth members.
  - Provide leadership and resources for enlarging Youth ministries in various ways, i.e., studies, Spiritual Growth Retreats, Musicals and Volunteer groups, Organized trips – both recreational and mission oriented.
  - Provide activities and functions for college age young adults.
- Pastoral Care and Mentoring:
  - Provide pastoral care and support to youth members, offering guidance, counseling, and prayer as needed.
  - Build meaningful relationships with youth and their families, serving as trusted mentor and role model. Interact with disconnected or new youth during Sunday morning worship services.
  - Attend student functions at schools and home school events and grow relationships with the local school community.
  - Foster a safe and inclusive environment where youth feel valued, respected, and supported in their faith journey.
- Teaching and Discipleship:
  - Strive to help all students awaken to and understand their spiritual journey in life, to offer them saving faith in Jesus Christ, to encourage students to grow in their relationship and

knowledge of God the Father, Son and Holy Spirit and support them to develop their love for God and others.

- Facilitate engaging and relevant discussions on faith, morality, social justice, and relevant issues facing youth.
- Develop and deliver age-appropriate lessons and teachings that promote spiritual growth and biblical literacy.
- Equip youth with the knowledge, skills, and tools necessary to apply their faith in their daily lives and engage with the world around them.
- Leadership Development:
  - Identify and nurture the leadership potential of youth within the congregation.
  - Provide opportunities for youth to take on leadership roles within the youth ministry program and the broader church community.
  - Offer training, support, and mentorship to youth leaders, empowering them to make a positive impact in their church and beyond.
- Collaboration and Communication:
  - Collaborate regularly with church staff, volunteers, and parents to ensure the success of youth ministry initiatives.
  - Communicate regularly with youth members and their families, keeping them informed about upcoming events, activities, and opportunities for involvement.
  - Maintain an active presence on social media platforms and other communication channels to engage with youth and their families and promote youth ministry activities.
  - Attend all staff meetings and serve as a staff member of the Church Council, Youth Council and other committees as the need arises.
  - Assure regular meetings and functioning of the Youth Council, and work toward the implementation of its programs, submitting plans to secure financing in advance of implementation.

## **QUALIFICATIONS:**

- Strong personal commitment to following Jesus Christ as Lord and Savior and affirmation of the teachings of the United Methodist Church.
- Self-discipline in personal spiritual growth with regular times of prayer, Bible study, small group formation, consistent worship and communion attendance.
- Displaying a Christ-like approach and lifestyle and praying regularly for young people in the church and the community.
- Bachelor's degree in a youth related field preferred.
- Prior experience working with youth in a church or ministry setting.
- Excellent interpersonal, organizational, and communication skills, with the ability to connect with youth from diverse backgrounds.
- Demonstrated leadership ability and a passion for empowering youth to grow in their faith and leadership skills.
- Commitment to creating a safe and inclusive environment for all youth members.
- Ability to work flexible hours, including evenings and weekends, to accommodate youth ministry activities and events.

This job description is intended to convey information essential to understanding the scope of the position and is not an exhaustive list of skills, efforts, duties, responsibilities, or working conditions associated with it.

**HOURS:**

This is a full-time position. Approved vacation, holiday and sick leave, and continuing education will be determined in accordance with current church personnel policies and through the Staff Parish Relations Committee.

**SALARY:**

Commensurate with education and experience.

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