

DIRECTOR OF STUDENT (YOUTH) MINISTRIES

Philadelphia United Methodist Church

Purpose:

The Director of Student (Youth) Ministries is a full-time position, responsible for the oversight, building and growing the ministry of student's 6th to 12th grades, in their relationship with Christ, community and congregation.

Qualifications:

- Demonstrates prior equivalent experience working with youth.
- Degrees focusing on youth and/or youth ministries or certification in youth ministry, preferred.

Skills Desired:

- Shall be at least 21 years of age.
- Have a vital, personal relationship with Jesus Christ and supportive of the United Methodist Church.
- Must have vision and a demonstrated ability to long-range plan, develop, coordinate, manage and implement a youth ministry within the parameters of the United Methodist Church.
- Must have excellent written and verbal communication skills, as well as conflict resolution skills.
- Proven leadership experience
- Comfortable making decisions
- Attention to detail.
- Can provide thoughtful and important feedback.

Responsibilities Include:

- Facilitate and collaborate with the Student Ministry Team and Youth in leadership to ensure that the overall mission for Youth Ministry at PUMC is carried out.
- Serve as a Christian role model and mentor for all PUMC youth by providing guidance, council, and constructive spiritual development.
- Build relationships with parents of students fostering trust and involvement in student ministry.
- Care for students and families in pastoral care situations.
- Seek out ways to build relationships with students, inside and outside of the church, throughout the year. i.e. –
 - Attend school activities, sport events, plays, concerts, school lunches, etc. supporting PUMC students and friends.
 - Participate in school ministries (e.g., FCA) in which PUMC students are involved

- Responsible for recommending, planning and implementation of programs related, but not limited, to:
 - United Methodist Youth Fellowship (UMYF/PYG)
 - Weekly meetings and bible study opportunities
 - Missions and Service projects (within and outside the community)
 - Seasonal events and retreats for youth
- Responsible for recruiting, training, and supporting adult volunteer leaders to assist with the ministries related to youth.
- Create and implement new programs to continue the growth and development of PUMC's youth, designed to foster Christian relationships.
- Serve as the representative for youth to the Church Council, to the congregation and within the wider community when needed.
- Maintain a timely and accurate schedule of upcoming youth related activities, including announcements and publications using all available promotional vehicles.
- Assist in planning the ministry area budget and managing the disbursement of funds within the guidelines of the approved budget and in adherence with the purchasing policies of the church.
- Participate fully as a member of the Pastoral and Ministry Staff.
- Be attentive to the special needs and concerns of youth.
- Identify, support, and encourage leadership development among the youth, including working closely with the Student Ministry Team.
- Seek opportunities for continued development and education related to youth.
- Other duties as assigned by the Pastor.
- Support church wide events and special projects as needed.
- Maintain compliance to the Safe Sanctuary Policy of PUMC

Accountability

- Must be a team player by working in concert with ALL ministry staff and leaders of the church.
- Will be subject to criminal background checks as required by the church's Safe Sanctuary policy.
- Must embrace Christian discipline and United Methodist doctrine and theology and serve as a positive role model in a Christian environment.
- Will be supervised in day-to-day operations by the Senior Pastor.
- Will be accountable to the Staff/Parish Relations Committee and shall receive evaluations (including salary recommendation) by this body.
- Will receive Paid Time Off (PTO) and holiday pay as outlined in the Employee Handbook (amendable by action of the Staff-Parish Relations Team).
- Not required to be a member of PUMC, however, will be expected to attend at least one of PUMC services of worship each week unless out of town with the youth, on vacation, or experiencing illness.