

**Job Title:** Senior Youth Minister  
**Date:** March 1, 2010  
**Job Reports to:** Rector  
**Employment Classification:** Full-Time; Exempt (40 hours/week)

### **OVERVIEW:**

Christ Church is a thriving people of God who invites people into a living and growing relationship with Jesus Christ and one another on Christ's Way. Youth ministry is one of the ways we do this. We seek a Youth Minister with substantial full-time experience leading and overseeing a ministry similar in scope, size and potential to the Christ Church Youth Ministry, which presently ministers with 80-120 young people a week, ranging in age from 6<sup>th</sup> graders to 12<sup>th</sup> graders. We seek a creative and innovative person of deep faith and good humor who, through strong teaching, generous hospitality, and a missional understanding of the Church, can help lead an already strong and vibrant ministry to a new vision of service to Christ, to the Church, and to the world. We encourage our next Senior Youth Minister to initiate, develop, and facilitate the emergence of new ministries that help this people more fully do what God is calling us to do, and be who God is calling us to be. We are excited about how the Lord is moving in this community, this congregation, and this ministry; and seek someone who shares our passion for youth ministry and the future God has in store.

Christ Church is an Episcopal Church born in 1993, and located in the suburban Glen Allen community of west end Richmond, Virginia. From a beginning of 150 persons, Christ Church has grown to a weekly attendance averaging 750 persons at three weekend services as it seeks to fulfill its mission of inviting, growing and living in the broader community of Richmond and beyond.

### **ESSENTIAL QUALITIES:**

*Personal Spirituality:* We seek a lover of Jesus who knows that our God is a God of grace. We seek a lover of scripture; a faithful person of prayer, study, and worship; and someone who lives a life of personal integrity, commitment, and intentional practices of the faith. While it is not necessary that this person be an Episcopalian, it is a requirement that this person honor and appreciate the Anglican and Episcopal traditions.

*Spiritual Giftedness:* We seek a creative and energetic teacher and leader; an administrator who understands that the most effective administration is that which helps and encourages others to discover and serve according to their own giftedness. Other valuable gifts for this ministry are hospitality, shepherding, and mercy.

*Hospitality:* We seek someone who is approachable and accepting; who has a heart for the long-timers, the newcomers, and the lost. We are committed to being an inviting people, and call this person to create and sustain a welcoming atmosphere in this ministry, and demonstrate in their own life a spirit of hospitality and openness.

*Organizational Skills:* Ours is a rich and active ministry. We seek someone who can initiate and oversee a demanding variety of activities; oversee a budget; and ensure effective communication. This person will also effectively mentor and guide an Associate Youth Minister.

*Relational Skills:* We seek someone who understands this simple truth, from which all effective ministry flows: The two things that matter most to those with whom we serve are that they know we love them, and they know they can trust us. We seek someone who possesses strong relationship skills, with an ability to relate to, engage, and support young people *and* their families. This person will be part of a cooperative and supportive staff. It is vital that this person work well with other staff members.

*Personal Qualities:* Some of the personal qualities we look for in our Senior Youth Minister are these: integrity; compassion; a passion for the Gospel; a passion for sharing the Gospel; a passion for teaching young people the Gospel Way; wisdom; high energy; self-motivation; resourcefulness; playfulness; a lover of souls; a forgiving spirit...and the ability to take care of one's own spiritual, physical, and emotional well-being, and to keep Sabbath.

*Special Skills and Experience:* This person must be conversant with technology, including basic website content update and Microsoft Office and Mac Apple applications, as well as the various forms of communication that speak to young people, such as Facebook, Twitter and other popular social networking platforms. Most of our young people are college-bound, and therefore a four-year college degree is highly advantageous.

#### **SPECIFIC DUTIES & RESPONSIBILITIES:**

- Plan, prepare, and lead weekly youth group programs separately for both middle school and high school youth groups (which incorporate worship, fellowship, music and games as essential aspects).
- Work with the Associate Youth Minister, the Youth Ministry Team and volunteers to organize, plan, prepare, implement and attend other youth ministry programs such as Bible studies, small groups, local outreach or service opportunities, mission trips, retreats, camps, youth led worship services, social activities, sporting events, special events, annual fundraiser, Senior Sunday celebration and other program ministries.
- Lead with other staff in the 2-year youth confirmation (the "Journey") process, including the Journey Retreat planning, classes, dinner, and service projects, culminating in the annual confirmation Sunday.
- Be responsible for the preparation and administration of an annual budget for youth ministry expenses, including keeping accurate financial records of items purchased, deposits, balance youth ministry books to the monthly statement from the finance office.
- Visit with youth on local school campuses, attend their extracurricular activities and support them as needed with personal communication and prayer.
- Offer support and encouragement to youth and parents in times of sickness, divorce, hospitalization, loss of loved ones, and be available to respond to other pastoral needs as they arise.
- Teach and encourage youth to minister to one another, to grow and own the ministry as leaders and mentors, and to participate in other ministries within the Christ Church community.
- Recruit, equip and mobilize parents and other adult volunteers as active, dedicated participants in implementing the ministry's programs.
- Attend and participate actively as a member of the staff, including weekly staff meetings and annual staff planning retreats.
- Attend workshops and conferences for continuing education and personal growth.

- Supervise, mentor and encourage the Youth Ministry Staff, including the Associate Youth Minister, paid summer Intern(s) and volunteer youth mentors.
- Provide timely, effective communication to parents and volunteers regarding Youth Ministry goals, events and volunteer opportunities.
- Maintain a full-time work schedule with flexible hours to meet the needs of the youth, with some office hours and attending Sunday worship service and other youth events as scheduled.
- Prepare and maintain a communication program for the Youth Ministry that includes appropriate mailings, birthday cards, announcements, etc. as well as ensuring that the Youth Ministry website is current, relevant, up-to-date, and speaks to both youth and families.

#### **COMPENSATION & BENEFITS:**

The position offers a competitive salary, with health insurance, pension plan and an allowance for educational/professional development.

#### **PARISH / WORK ENVIRONMENT:**

Christ Church is an Episcopal Church born September 12, 1993. The community began its life at the Gayton Elementary School in Richmond, and moved to the Short Pump Middle School in May 1996. The Rev. Paul Johnson has served as senior pastor of Christ Church since its birth. In April 1995, Christ Church received a generous gift from an anonymous benefactor—the purchase of twelve acres and a house located at the corner of Pouncey Tract and Shady Grove Roads, serving as the community's home. Through the grace of God, the IMAGINE... capital funds campaign, and outside gifts, Christ Church was able to embark on the creation of its first permanent worship home. A multi-purpose facility and education building have been created on this land. The Christ Church community moved into this new home in June 1999. God blessed Christ Church that we might be a blessing unto others. In 2009, we completed the Growing for Generations Campaign, enabling us to expand the worship space, as well as to fund the addition of a new, free-standing building for the Youth Ministry slated for completion in 2010. From a beginning of 150 persons, Christ Church has grown to a weekly attendance averaging 750 persons at three weekend worship services. It has been an exciting journey as we experience God working in and through this community, and you are invited to come along.